

**Fair Park
Committee Members:**

Blane Poulson, Chair

Matthew Foelker, Vice Chair

Jennifer Hanneman, Secretary

Al Counsell

Russell Kutz

**FAIR PARK COMMITTEE
MEETING AGENDA**

July 2, 2015

8:00 a.m.

**Jefferson County Fair Park
Activity Center – Conference Room
503 N. Jackson Avenue
Jefferson, WI 53549**

1. Call to Order
2. Roll call (establish a quorum)
3. Certification of compliance with Open Meetings Law Requirements
4. Public Comment
5. Review agenda
6. Approve Minutes of June 4 Meeting*
7. Communications
8. Financial Report
9. Discussion and possible action on Marketing Partnerships for 2015-2017
10. Discussion and possible action on Fair 2015
11. Discussion and possible action on Fair Park business
12. Fair Park Director's Report
13. Fair Pak Supervisor's Report
14. Fair Office Report
15. Set next meeting dates (July 8-12, 2015) and Potential Future Meeting Agenda Items
16. Adjourn

The Committee may discuss and/or take action on any item specially listed on the agenda.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920/674-7101 so appropriate arrangements can be made.

**Indicates a document is enclosed.*

Jefferson County Fair Park June 4, 2015 | Meeting Minutes

The Jefferson County Fair Park committee met on Thursday, June 4 at 8:00 a.m. in the Activity Center Conference Room. Present were: (Fair Committee) Al Counsell, Blane Poulson, Matt Foelker, Russell Kutz, Jennifer Hanneman, Fair Park Director David Diestler, Supervisor Roger Kylmanen, Marketing/Administrative Assistants Amy Listle and Leslie Pelikan.

Let the record show that a quorum is present, meeting duly noted and the door open.

Public Comment & Correspondence: None.

Review of Agenda

Minutes: A motion was made by Matt Foelker to accept the minutes of the May 7 meeting as presented, seconded by Jennifer Hanneman. Motion carried.

Communications: Greg Koehler donated a number of bumper stickers and several bumper hitches with the dates of the Jefferson County Fair on them.

Financial Report: David Diestler reviewed the financials with the committee. Capital improvement costs were up due to the fiber optic expansion project. The other operating expenses category for the fair budget due to the expense of the seating chart set up for online ticket sales and the purchase of additional picnic tables.

Discussion and possible action on Marketing Partnerships for 2015-2017: There was a discussion on the PremierBank sponsorship. The agreement was the same as in previous years and the contract was renewed for 3 years, with increases of 8% every year. PremierBank has exclusive rights to ATM machines on site. Blane Poulson made a motion to approve the agreement, Russel Kutz seconded the motion. The motion was passed unanimously.

Discussion and possible action on Fair 2015: None.

Discussion and possible action on Fair Park business: None.

Director's Report: David Diestler reported that there was an onsite job fair. He will review applications with Roger Kylmanen and make final selections for staffing.

Supervisor's Report: Roger Kylmanen discussed the need to fill open staff positions to keep up with the events that are booked throughout the year. He also discussed the option of staffing shifts on the weekends to monitor camping and bathrooms in lieu of on-site caretakers.

Fair Office Report: Amy Listle reported that has been \$15,000 in concert ticket sales, which is on pace with the ticket sales from last year.

Next Meeting: The next meeting was set for July 2, 2015 at 8:00 a.m. in the conference room of the Activity Center. Other meetings were set for the week of fair, July 8 -12 at 2 pm outside the front walk in gate on the corner of Jackson Avenue and Puerner Street.

With no further business, Blane Poulson made a motion to adjourn the meeting. Jennifer Hanneman seconded. Motion carried. Meeting adjourned at 8:36 a.m.