

# MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, January 5, 2022

Location: Expo Merchant's Building – 4921 Expo Drive, Manitowoc WI

**Present:** J. Vetting, D. Pollen, R. Voss, J. Hawig, M. Lentz, M. Plate, J. Zipperer, R. Kohlbeck, R. Zipperer, K. Behnke, K. Sitkiewitz, K. Winkel, B. Palzewicz, PJ Albert, S. Binversie, Kris Kohlman, P. Soukup

## County Board Supervisors

**Present-**

**Others Present:**

**Absent & Excused:** T. Dvorak, B. Cavanaugh, B. Herr

## Pledge of Allegiance

**Called to Order** Meeting called to order – 7:00pm.

**Minutes** Minutes were reviewed from the previous meetings. Motion was made by R. Zipperer, seconded by Hawig, to approve the previous meeting minutes. Motion carried unanimously.

**Public Comment** Board Chair called for public comment three times. No public comment given.

## Election of Officers

Jerome Vetting was nominated by Dick Pollen as the Board Chairman. After three calls for other nominations a motion was made by Plate, seconded by Hawig, that nominations be closed and unanimous ballot be cast for Vetting as board chair. Motion carried unanimously.

Dick Pollen was nominated by Jeremy Hawig as the Board Vice Chairperson. After three calls for other nominations a motion was made by Plate, seconded by Voss, that nominations be closed and unanimous ballot be cast for Pollen as board vice chair. Motion carried unanimously.

Kristin Winkel was nominated by Jeremy Hawig as the Board Secretary. After three calls for other nominations a motion was made by Plate, seconded by Voss, that nominations be closed and unanimous ballot be cast for Winkel as board secretary. Motion carried unanimously.

## Review & Act on Subcommittee Recommendations:

### A. Finance Subcommittee

1. **No Committee Meeting; Committee Update**  
No report.

### B. Operations Subcommittee

1. **No Committee Meeting; Committee Update**  
No report.

### C. Entertainment/Vendors Subcommittee:

1. **Schnell Bros – Tractor Pull Contract; Fireworks Contract; Polka Music; Wednesday Kickoff – Parade-Fireworks; Woman's Day Event**

Voss reported on the following:

- Tractor Pull Contract – recommend for approval.
  - Fireworks Contract – recommend for approval.
  - Polka Music – contact vendors for interest.
  - Woman's Day Event – Voss, Palzewicz, Winkel and Pollen part of working group.
- Motion was made by Voss, seconded by Sitkiewitz to approve the committee report and recommendations. Motion carried unanimously.

**D. Parking/Security Subcommittee:**

**1. No Committee Meeting; Committee Update**

No report.

**E. Marketing & Advertising Subcommittee**

**1. Marketing Materials Review; Fairest of the Fair – Competition Update-Convention 2022-Centerpiece; Social Media Update; Advertising Media Budget**

J. Zipperer reported on the following:

- Marketing materials under review.
- Centerpiece on display at meeting and will be submitted at convention.
- Social Media – ramping up.
- Advertising Media Budget – under review.

**Review, Discussion and Possible Action on Fair Matters**

**A. Board Members as Superintendents**

Motion was made by R. Zipperer, seconded by Pollen to accept Lentz and Binversie as active superintendents and exceptions to be made on a case by case basis with board approval. Motion carried unanimously.

**B. Market Animal Committee Request to Erect Scale Room – Lesters Building**

Motion was made by J. Zipperer, seconded by Soukup to recommend approval to the public works committee the Market Animal Request to Erect Scale in the Lesters Building which is being fully funded and maintained by the Market Animal Committee. Motion carried unanimously.

**C. Fair Update**

No report.

**Comptroller’s Financial Report – Review; Capital Projects Update**

Neuser reported on the Financial Report and the Capital Budget report provided in the board packet.

**Update and Possible Action on Other Fair, Expo Buildings, and Grounds Projects and Issues**

**A. Appointment of New Board Member**

Motion was made by Hawig, seconded by J. Zipperer to recommend approval to the public works committee the appointment of Savanna Schuette. Motion carried unanimously.

**B. Purchasing Policy**

Neuser reported on the County Purchasing Policy noting that all purchases must go through the Expo Office.

**C. Rummage-A-Rama – February 12; Volunteer Sign Up; Concessions Vendor**

Volunteer sheet was distributed. Board members to continue providing concessions.

**D. WI Association of Fairs Conference – January 9-12, 2022**

Convention reminders were discussed.

**E. Expo-Ice Center Month Events; Expo Grounds Update**

Staff reported on office hours.

**Adjournment**

Motion was made by Hawig, seconded by R. Zipperer to adjourn at 7:36pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Winkel