

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, November 2, 2022

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

Present: J. Vetting, D. Pollen, J. Zipperer, B. Palzewicz, S. Binversie, M. Lentz, PJ Albert, T. Dvorak, K. Winkel, K. Kohlman, J. Hawig, M. Plate, K. Sitkiewitz, N. Newberg, R. Voss, R. Zipperer, S. Schuette, K. Behnke, P. Soukup

County Board

Supervisors

Present-

Others Present:

Absent & Excused: R. Kohlbeck

Pledge of Allegiance

Called to Order Meeting called to order – 7:01pm.

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

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

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

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

B. Operations Subcommittee

Jr. Fair-Open Class Rules & Regulations-Schedule Review Date; Ice Center Operations; Contests and Exhibits Working Group Updates-AG Adventureland Tent; Brew Competition; Dairy Cattle (Ice Center) Show Ring; Exhibition Building; King Arthur Baking Contest; Market Animal Committee; Parking Layout; Youth Art Show
Dvorak reported working group meetings to be scheduled.

C. Entertainment/Vendors Subcommittee:

1. ***Indoor Vendor Hours of Operation-SWCD Indoor Vendor Request; 2023 Entertainment Options; Event Working Group Updates-Celebrity Cream Puff Eating Contest; Grandstand Shows; Outdoor Layout; Parade-Fireworks; Teeny Weeny Donut Contest; Woman's Day Event***

Voss reported on the following:

- Indoor Vendor Hours of Operation-SWCD Indoor Vendor Request – Recommend to research further and check other county fair hours of operation.
- 2023 Entertainment – Budget at \$60,000.

Motion was made by Voss, seconded by Plate to approve the committee report and recommendations. Motion carried unanimously.

D. Parking/Security Subcommittee:

1. ***Trailer Parking Permit 2023; Shuttle Bus Hours***

Pollen reported on the following:

- Trailer Parking Permit 2023 – Recommend to use trailer parking permits for 2023.
- Shuttle Bus Hours – recommend the following schedule – Friday – 3pm-midnight; Saturday – 1pm-midnight; and Sunday – 11am-5:30pm. Motion carried unanimously.
- Horse Trailer Parking – Tabled until next meeting.

Motion was made by Pollen, seconded by Plate to approve the committee report and recommendations. Motion carried unanimously.

E. Marketing & Advertising Subcommittee

1. **No Committee Meeting; Committee Update; Working Group Updates-Fairest of the Fair Update-Competition Update-Convention 2023-Auction Item-Centerpiece; Social Media-Marketing Update**

J. Zipperer reported on the fairest of the fair noting that the 2023 fairest pictures were completed, the 2022 fairest is gearing up for state, and the auction item and centerpiece were being done.

Review, Discussion and Possible Action on Fair Matters

A. Working Group Assignments

Pollen reported on the Working Group Assignments and Subcommittee Assignments.

B. MIA Booth

Motion was made by Dvorak, seconded by Hawig to approve the MIA booth as an indoor vendor at no cost.

C. Fair Update

Shelton provided a fair update.

Comptroller's Financial Report – Review; Capital Projects Update

Neuser reported on the Financial 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 R. Zipperer, seconded by Soukup to recommend approval to the Public Works Committee the appointment of Matthew Pawlowski who will replace Brian Herr on the board. Motion carried unanimously.

B. Rummage-A-Rama – December 10; Volunteer Sign Up

Volunteer sheet was distributed.

C. District 4 Meeting Update

Dvorak reported on the District 4 meeting.

D. WI Association of Fairs Conference – January 8-11 2023; Auction and Convention Protocols

Pollen reported on the convention with discussion on auction bid practices as well as board members receive 3 nights covered and registration and banquet fees; additional nights and/or additional guests are paid for by the member.

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

Staff reported on upcoming events.

Adjournment

Motion was made by Hawig, seconded by J. Zipperer to adjourn at 7:38pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Winkel