

# MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, February 7, 2024

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

**Present:** D. Pollen, J. Hawig, M. Pawlowski, PJ Albert, K. Behnke, S. Binversie, T. Dvorak, R. Kohlbeck, K. Kohlmann, M. Lentz, N. Newberg, B. Palzewicz, M. Plate, S. Schuette, K. Sitkiewitz, P. Strouf, R. Voss, J. Zipperer, R. Zipperer

**Absent & Excused:** K. Winkel

**County Board Supervisors Present:**

**Others Present:** J. Shelton, C. Breit

## 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 Voss to approve 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. Election of Officers; Convention Policy – Convention Budget; Woman's Day Request; Season Passes – Retired Board Members; Manure Fees; 2024 Budget**

Plate reported on the following:

- Election of Officers – Albert – Vice Chair; Palzewicz – Secretary.
- Discussion on the Convention Policy, Season Passes, and Manure Fees and will be on the next meeting agenda for further discussion and possible action.
- Woman's Day Request – recommend approval of \$500 for the Woman's Day event.

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

### B. Operations Subcommittee

**1. Election of Officers; Manitowoc County 4-H Silent Auction Request; Confirm Special Olympics Date and Route; 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-Building Hours, Release, and Load-Unload Location; Youth Art Show**

Dvorak reported on the following:

- Election of Officers – Pawlowski – Vice Chair; Kohlmann – Secretary.
- Manitowoc County 4-H Silent Auction Request – recommend approval of the 4-H Silent Auction Request.
- Confirm Special Olympics Date and Route – recommend approval of the Special Olympics event on Wednesday, August 21 at 6pm with same route as 2023.

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

### C. Entertainment/Vendors Subcommittee:

**1. Election of Officers; Approval of Contracts: Bulitz Carriage Rides-Petting Zoo; N.E.W. Motorsports-Modified Truck & Tractor Pull; Schnell Bros-Tractor Pull; Fireworks; Horse Pullers; Event Working Group Updates-Celebrity Cream Puff Eating Contest; Grandstand Shows; Outdoor Layout; Parade-Fireworks; Teeny Weeny Donut Contest**

Voss reported on the following:

- Approval of Contracts: Recommend approval of the following contracts – Bulitz Carriage Rides; N.E.W. Motorsports; Schnell Bros; Fireworks; and Horse Pullers.

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

**D. Marketing & Advertising Subcommittee**

**1. Election of Officers; Advertising-Media Budget; Working Group Updates-Fairest of the Fair; Social Media-Marketing; Woman's Day Event**

J. Zipperer reported on the following:

- Election of Officers – Strouf – Vice Chair; Binversie – Secretary.
- Working Group Updates.

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

**A. Miss Wisconsin Booking**

Motion was made by Hawig, seconded by R. Zipperer to approve the Miss Wisconsin Booking. Motion carried unanimously.

**B. TA Motorsports**

Rich Rothmund, TA Motorsports, attended and spoke at the meeting regarding issues with unloading on the last day of fair and noted that he would recommend ending the fair earlier. Discussion to send to Operations – Parking Working Group for further review.

**C. Beer and Soda Vendor Meeting – March 20; Time**

Beer and Soda Vendor meeting scheduled for March 20 at 5pm.

**D. Subcommittee and Working Group Assignments**

Reminder to send in changes-updates for working group assignments.

**E. Fair Update**

No report.

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

Shelton reported on the Financial Report and Capital projects provided in the board packet.

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

**A. Expo-Ice Center Board Opening**

Reminder of vacancy on the board and potential postings on Facebook.

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

Volunteer list was distributed.

**C. WI Association of Fairs Conference Update**

Reports on the WI Association of Fairs conference including the sessions and meetings as well as the 2023 Manitowoc County Fairest of the Fair Emma Dvorak placing in the top 10 and auction basket sold for \$2,900.

**D. Expo or Professional Attire – Fairest of the Fair Picture**

Picture taken with the 2024 Fairest of the Fair.

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

Staff reported on upcoming events.

**Adjournment**

Motion was made by R. Zipperer, seconded by J. Zipperer to adjourn at 8:00pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Pawlowski