

**MINUTES of EXPO-ICE CENTER BOARD MEETING  
FINANCE SUBCOMMITTEE**

Wednesday, March 6, 2024

Location: Expo Office – 4921 Expo Drive, Manitowoc

**Present:** M. Plate, PJ Albert, B. Palzewicz, K. Behnke, J. Hawig, R. Kohlbeck, K. Sitkiewitz

**Absent & Excused:**

**Absent:**

**Other Expo-Ice  
Center Board**

**Members Present:** D. Pollen, M. Pawlowski, P. Strouf, R. Zipperer

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

**Called to Order** Meeting called to order – 6:15pm.

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

**Public Comment** Chairperson called for public comment three times. No public input was given.

**Review, Discussion, and Possible Action on the following items for the 2024 Fair:**

**A. *Convention Policy – Convention Budget***

Motion was made by Albert, seconded by Behnke to recommend approval to the board that all board members interested in attending the annual convention must submit their registration to the Expo office by the first meeting in September of each year to receive budget funding and registrations received after the first meeting will only be accommodated if funds are available. Motion carried unanimously.

Motion was made by Albert, seconded by Kohlbeck to recommend approval to the board that board members' annual conference expenses for lodging and registration shall not exceed the lower of the following two amounts: the combined cost of three nights' lodging and conference registration along with banquet tickets and one night's room for fairest parents or the county budget for board member expenses at the annual conference with any overages calculated on a percentage basis. Motion carried unanimously.

Motion was made by Albert, seconded by Palzewicz to recommend approval to the board that board members will be notified by the first meeting in November of each year of any anticipated out-of-pocket expenses associated with lodging and registration for attending the annual conference and confirmation of attendance along with acceptance of any out-of-pocket expenses will be required by board members by first meeting in November with cancelation by November 14. Any cancelation after November 15, may result in board member responsibility of registration fees. Motion carried unanimously.

Motion was made by Behnke, seconded by Sitkiewitz to recommend approval to the board to recommend an increase in the budget to \$4,000. Motion carried unanimously.

**B. *Season Passes – Retired Board Members***

Motion was made by Behnke, seconded by Kohlbeck to recommend approval to the board to annual season passes to board members serving fifteen (15) years retroactively back to December 31, 2023. Motion carried unanimously.

**C. *Manure Fees***

Discussion on manure fees with more research and possible recommendations at next meeting.

**D. *2024 Budget***

No report.

**Update and Possible Action on Other Fair Operation Projects and Issues**

No report.

**Adjourn**

Motion made by Hawig, seconded by Kohlbeck to adjourn at 6:55pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Palzewicz