

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, December 4, 2024

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

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

Absent & Excused: R. Voss, K. Winkel, J. Zipperer, R. Zipperer, M. Pawlowski

County Board Supervisors Present:

Others Present: J. Shelton, M. Sleik, C. Breit

Pledge of Allegiance

Called to Order Meeting called to order – 6:07pm.

Minutes Minutes were reviewed from the previous meetings. Motion was made by Schuette, seconded by Newberg to approve meeting minutes. Motion carried unanimously.

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

Election of Officers

Pollen reported on the Manitowoc County structure for selection of officers. Hawig reported on his conversation with Tyler Martell and informed the board that we only need one chair and one vice chair, not one chair and two co-chairs. Motion was made by Kohlbeck, seconded by Schuette to approve the selection of only one chair and one vice chair. Motion carried unanimously.

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

Tonya Dvorak was nominated by Savanna Schuette as Board Vice Chair. After three calls for other nominations a motion was made by Behnke, seconded by Plate, that nominations be closed and unanimous ballot be cast for Dvorak as Board Vice Chair. Motion carried unanimously.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. *Rainbow Valley Amusement Contract*

Motion made by Plate, seconded by Dvorak to recommend to the Public Works Committee to term the current Rainbow Valley Amusement agreement and enter into a four-year agreement at 36% each year for 2025-2028 with the one day pass starting in 2025 at \$15. Motion carried unanimously.

B. Operations Subcommittee

1. *Code of Conduct; Load Out-Exhibition Building; Jr. Fair-Open Class Rules & Regulations Update; 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 on the following:

- Code of Conduct – included in the packet and will be working on to include discussion at the next meeting.
- Jr. Fair-Open Class Rules & Regulations Update – recommend approval.

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

C. Entertainment/Vendors Subcommittee:

1. **No Committee Meeting; Committee Update; Event Working Group Updates-Celebrity Cream Puff Eating Contest; Grandstand Shows; Outdoor Layout; Parade-Fireworks; Teeny Weeny Donut Contest**

No report.

D. Marketing & Advertising Subcommittee

1. **No Committee Meeting; Committee Update; Working Group Updates-Fairest of the Fair-Convention 2025-Auction Item-Centerpiece; Social Media-Marketing; Woman's Day Event**

No report

Review, Discussion and Possible Action on Fair Matters

A. Subcommittee and Working Groups Designations; Roles

Hawig reported on the Subcommittee and Working Groups document included in the board packet requesting changes by Friday, December 20. Discussion included ensuring that working groups are informing the subcommittee chairs of meetings and including the working groups in the meeting notices.

B. Staff Responsibilities

Staff reported on the staff responsibilities.

C. Fair Update

Staff provided a brief report.

Comptroller's Financial Report – Review; Capital Projects Update

Breit 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. Rummage-A-Rama – December 14; Volunteer Sign Up

Volunteer sheet distributed.

B. WI Association of Fairs Conference – January 5-9 2025

Reminder for board members that will be canceling to email staff no later than December 20 to ensure no hotel charge. Board member still responsible for registration and banquet fees, if applicable.

C. January Meeting – Reminder – No Meeting; Expo-Ice Center Board Meeting Time Changes

Discussion included no January meeting, fair meeting time for 10am, and to confirm a time for the convention meetings.

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

Staff reported on upcoming events.

Adjournment

Motion was made by Plate, seconded by Strouf to adjourn at 7:03m. Motion carried unanimously.

Respectfully submitted,

Jennell Shelton, Manitowoc County Expo Facility Manager