

## EAU CLAIRE COUNTY FAIR COMMITTEE

Wednesday, November 15, 2017

7:00 PM, Main Room

Location: Cleghorn Community Center  
S10414 Cty Rd HHI  
Eleva, WI 54738

### AGENDA

1. Call to Order
2. Review / Approval of Committee Minutes
  - a) October 19, 2017
3. Review Bills
  - a) Fair Overage
4. Discussion on YQCA Mark Hagedorn / Discussion - Action
5. Public Input
6. 2018 Fair / Discussion – Action
  - a) Activities in Show Tent
7. Sub-Committee Reports / Discussion – Action
  - a) Insurance
  - b) Biosecurity
  - c) Sign-Up Genius
  - d) Set Up/ Tear Down
  - e) Contracts
  - f) Grounds Keeping
  - g) Sponsorships
8. Scheduling of Future Meetings / Agenda Items
9. Adjourn

post:

- Media
- Committee Members
- Extension Staff

**PLEASE NOTE:** Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language interpreters or auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710, (FAX) 839-1669, (TDD) 839-4735 or by writing to the ADA Coordinator, Personnel Department, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703

## EAU CLAIRE COUNTY FAIR COMMITTEE

Wednesday, October 18, 2017

7:00 PM, Conference Room

Location: Johnson Litho Graphics  
2219 Galloway Street  
Eau Claire, WI 54703

### MINUTES

**Members Present:** Kevin Kitchen, Scot Zimmerman, Jodi Thesing-Ritter, Debbie Kitchen, Allison Olson, Lisa Vetsch, Leslie Strey, Dakota Roettger, Tami Schraufnagel, Letecia Papke.

**Members Absent:** Jenny Regalia.

**Others:**

#### **Call to Order**

Chair Kitchen called the meeting to order at 7:07 P.M.

#### **Review / Approval of Committee Minutes / September 20, 2017**

Jodi made a motion to approve the minutes as presented. Scot seconded. Motion carried.

#### **Review Bills / September Bills**

Bills for judge and superintendent meals were reviewed.

#### **Public Input**

No public input was presented.

#### **2018 Fair Book / Discussion – Action**

Andy at the UW-Extension Office is currently working on finalizing the 2018 Fair Book. All departments with the exception of swine have submitted changes. In addition to the beef show, a special class will be held this year for all heifers and steers purchased at the Chippewa Valley Club Calf Sale; this category will be added to the Fair Book and Leslie will additionally contact those qualified to relay more information and awareness.

#### **2017 Fair / Discussion – Action**

Debbie distributed the Friends of the Fair Income and Expenses. The group discussed details within the report.

#### **2018 Fair / Discussion – Action**

Leslie proposed adding events to fill the space within the Beef and Dairy show tent when it is not in use. Leslie will reach out to different clubs and organizations to propose ideas and gain interest. A message will also go out in the Eau Claire County 4-H Cloverleaves newsletter to gain interest in county clubs.

Leslie also proposed finding an exhibitor or volunteer that would be willing to construct corn stalk holders for the 2018 fair. Material sponsorship would be provided by the committee.

Insurance- No discussion.

Biosecurity- No discussion.

Sign Up Genius- No discussion.

Set Up/ Tear Down- No discussion.

Contracts: Debbie shared the proposal for the three fair tents from A1 Rental, totaling to \$4,642. A decision to accept the proposal will be determined at next month's meeting. Lisa will look into renting a third garbage bin or adding a recycling bin for disposed cardboard and other recyclable items.

Grounds Keeping- No discussion.

Sponsorships- Dakota shared the letter created by the sub-committee, which consolidated the multiple sponsorship

letters that were being used throughout all fair organizations. Proposed donation levels from bronze to diamond and their benefits were shared. Additionally, the sub-committee plans to color coordinate the letters according to which organization within the Eau Claire County Fair will be sending them out and when they will be sent out. The goal is to send out the first set of letters by November 1<sup>st</sup>. Coinciding the sponsorship campaign, the fair will be selling t-shirts at next year's fair that showcase the upper level sponsors. T-shirt design ideas will be presented at the next meeting.

#### **Scheduling of Future Meetings / Agenda Items**

The November meeting will be on November 15<sup>th</sup> at 7:00 PM at Cleghorn Community Center, and the December meeting will be on December 13<sup>th</sup> at 7:00 PM with a location to be determined. Agenda items for the November meeting will include 2017 Fair Discussion, 2018 Fair Discussion with a subtopic of Activities in Show Tent and sub-committee reports for insurance, biosecurity, sign up genius, set up/ tear down, contracts, grounds keeping, and sponsorships.

#### **Adjourn**

Chair Kitchen adjourned the meeting at 8:12 PM.

Respectfully submitted,  
Allison Olson  
Committee Clerk

## 2017 Eau Claire County Fair Balance Sheet

Fair Expenses	Budget	Expenses	Balance
Board Per Diem	\$ 200.00	\$ 60.00	\$ 140.00
County Board Mileage	\$ 75.00	\$ 9.99	\$ 65.01
Social Security	\$ 25.00	\$ 4.57	\$ 20.43
Extra Help Non-payroll	\$ 3,000.00	\$ 4,361.33	\$ (1,361.33)
Data Processing	\$ 289.00	\$ 259.00	\$ 30.00
Printing & Duplicating	\$ 500.00	\$ 398.99	\$ 101.01
Membership Dues	\$ 412.00	\$ 412.20	\$ (0.20)
Operating Supplies	\$ 450.00	\$ 78.96	\$ 371.04
Prizes and Awards	\$ 5,000.00	\$ 7,604.25	\$ (2,604.25)
<b>Sub-Totals</b>	<b>\$ 9,951.00</b>	<b>\$ 13,189.29</b>	<b>\$ (3,238.29)</b>
<b>Additional Charges:</b>			
Printing - Risograph		\$ 76.45	\$ (76.45)
<b>Total</b>	<b>\$ 9,951.00</b>	<b>\$ 13,265.74</b>	<b>\$ (3,314.74)</b>
Fair Revenue	Budget	Received	Balance
Fairs & Exhibits (State Grant)	\$ 4,000.00	\$ 4,062.17	\$ (62.17)
UW Ext/Fairs & Exhibits	\$ 5,951.00	\$ 3,351.50	\$ 2,599.50
Donations	\$ -	\$ 500.00	\$ (500.00)
<b>Total</b>	<b>\$ 9,951.00</b>	<b>\$ 7,913.67</b>	<b>\$ 2,037.33</b>
Total Expenses	\$ 13,265.74		
Total Revenues	\$ 7,913.67		
Final Cost	<b>\$ 5,352.07</b>		
2017 Tax Levy	\$ 2,533.00		
<b>Program Deficit</b>	<b>\$ 2,819.07</b>	<b>(owed to County)</b>	