

**CENTRAL WISCONSIN STATE FAIR
BOARD MINUTES
June 17, 2013
7:30 PM**

Meeting was called to order by President Gary Bymers at 7:31 p.m.

ROLL CALL:

Present: **Board Members:** Bob Ashbeck, Carol Berg-Kappel, Gary Bymers, Larry Gilbertson, Bruce Thorson, Tim Heeg, Andy Keogh, Gary Cummings, Jeff Viergutz, Dennis Stroetz, Ed Wagner, John McPherson, John Garbisch, (Dan McGiveron 8:25pm)

Executive Secretary/General Manager: Heidi Born-Smith

Absent: **Board Members:** Marilyn Heiman

President Bymers suspended the orders of the day and began the meeting introducing Katie from Wisconsin Farm Business Accounting based in Pittsville, WI. Katie presented her findings informing the Board that all is now correct, and the confusion has been clarified which came from the line of credit being incorrectly quoted as income. Discussion continued on what type of information the Board should have presented each month. It was pointed out that our QuickBooks software will be able to provide us with what is needed.

Discussion developed concerning our Draw Note available for annual operating funds. Ed Wagner moved to set a policy that: the President of the Board co-sign on any dollars borrowed from the Draw Note. Tim Heeg seconded the motion, the motion carried.

Thank you was extended to Katie for her efforts (donated time) on our behalf. Katie left the meeting at 7:50pm.

President Bymers returned the meeting to the orders of the day.

Minutes of May 20th, 2013 Board Meeting – Moved by John Garbisch, seconded by John McPherson to approved as presented. Motion carried.

Treasurer's Report- John Garbisch – John reported a checking account balance of \$103,955.09. A loan balance of \$168,000.00 was set up with Forward Financial Bank. John also reported an amount of \$10,035 was paid down on our line of credit during the month of May prior to establishing the loan.

Carol Berg-Kappel moved to accept the treasurer's report, Dennis Stroetz seconded the motion, the motion carried.

Committee Reports:

Junior Fair: - Tim Heeg – Tim reported on the May 15, 2013 meeting. Discussion was held on the areas of securing judges, building watch policies, a superintendent workshop, State Fair policy changes, and ideas for junior fair improvements. Next meeting will be June 19, 2013.

Market Animal Report – Larry Gilbertson – Tomorrow evening, June 18th, is the next youth educational meeting to be held at the fairgrounds.

Draft Horse – Dennis Stroetz Dennis reported the June 16th planned meeting was postponed until August due to lack of members who could attend.

Buildings/Grounds/Long-Term Planning Committee – Larry Gilbertson.

No meeting.

Advertising Committee – Jeff Viergutz Jeff reported a meeting was held. Gary Bymers and Heidi reported on the discussions. Dairyfest- signage was in place, and we are still trying to secure sponsorship for a couple of grandstand acts, Fairest of the Fair has represented us in three parades and will attend two additional. Daily schedules are available and we need help in distributing them. Posters are also completed. Four billboards for advance tickets are displayed and there will be six more. So far this season we have not seen a big push for advance ticket sales.

Sanitation/Safety, Signage/Parking Committee – Dan McGiveron

No meeting. John Garbisch asked about the street sign project. Dan reported nothing has happened yet, will schedule a meeting soon.

Livestock Committee – Tim Heeg

No meeting

Vendor Relations Committee – John Garbisch

No meeting. John said one will be held in July.

Non-Fair Activity Committee – Heidi Born Smith

No meeting

Fairest of the Fair Committee – Heidi Born-Smith A meeting will be held Thursday at noon.

Grandstand and Other Entertainment Committee – Bruce Thorson

No meeting. However, Bruce distributed a handout of a study he conducted on Wisconsin fairs which entertain with national acts. Discussion developed on how many nights we should provide, and prices. It was agreed to revisit this topic following this year's fair.

Motion was made by John Garbisch, seconded by Andy Keogh, to accept the committee reports. Motion carried.

Manager's Report: Heidi Born-Smith

Heidi offered the following: The office is very busy working on the fair entry book, web site, and sponsor lists. Meetings have been held with the Executive Board. Work is ongoing on radio spots; distributing ads and posters. We have around \$50,000 in sponsorships so far. There will be longer office hours beginning in July. The office has received complaints concerning the footing in the show palace from some of the summer shows. The base is thin and clay and rocks are coming up to the surface. Heidi is working with the Parks and Rec to have this corrected before the end of July or we will have to give up some shows. The drag for the arenas and show palace is wore out and will need replacing, perhaps with the city's shared help. Courtesy passes for Board members are available.

Andy Keogh put forth a discussion he had with a person concerning the Fur Shows, and the prices charged, and if they will return. It was pointed out this is a city issue. This lead into discussion on our campground areas, pricing and policing. No action took place.

Bruce Thorson moved, Bob Ashbeck seconded, the motion carried to accept the manager's report.

Fair Commission Report: Bob Ashbeck reported on commission projects on the grounds. Concern was raised on the lower lean roof of the office building that is leaking. Other discussion centered on concern for the ladder purchased to close the Expo I windows as it is too tall to function. Discussion was also held on the need to have the current started projects completed prior to fair time. Following additional discussion, Andy Keogh moved to express our concern to Mike Feirer and the Fair Commission. The board requests the window and roofing projects on Expo I be completed at least a week prior to fair time. Dan McGiveron seconded the motion, motion carried.

Old business: Concern was raised over the fact that the fair office has not yet received the final billing for the last of 2012 work hours from Pat Fellenz. Difficulty in closing the books is the concern. A monthly salary was offered as a compromise. Bruce Thorson suggested this issue and any decisions be tabled until after this year's fair. No further action on this issue.

Old Business was approved.

New Business: Heidi presented to the Board that the restructuring of the loan with the bank was completed. The executive board of Gary Bymers, Dan McGiveron, and John Garbisch signed the paper work. The bank was insistent on completing this action urgently. In light of the fact that the Manager and the Executive Board did not consult with the entire Board, a request for ratification of their actions was presented. Ed Wagner moved to ratify the actions of the Executive Board to secure the loan with Forward Financial Bank. John McPherson seconded the motion to ratify, the motion carried with no voiced dissention. President Bymers declared the motion approved. The 2/3 vote was met.

Dennis Stroetz brought forth the subject of post pounding for marking the parking lots. Much discussion followed. As a result, Ed Wagner will talk with the Wood County person involved to find out if they again will provide this service with the County's pounder free of charge as in the past two years. Dan McGiveron wishes for a more permanent solution, and will develop a proposal for possible permanent posts in the lots. Dan will hold a meeting with the parking and signage committee.

Dan McGiveron discussed the race track and the need for mowing. A hay crop now exists on the non-mowed areas and wishes to give the hay crop to anyone who will take it off. Dan will grind it down if no one comes forward.

As no explanations were given prior, Larry Gilbertson asked the details of the loan agreement with the Bank. Heidi and President Bymers answered. This inspired other discussion.

Bruce Thorson moved, John Garbisch seconded and the motion carried to adjourn at 9:22 pm. The next meeting will be held at 7:30 pm on July 15th, 2013.

Submitted by Larry Gilbertson
Recording secretary for Heidi Born-Smith