

BAYFIELD COUNTY FAIR COMMITTEE MEETING

January 30, 2018 – 4:30 p.m.

EOC Room

Courthouse Annex – 117 E. 6th Street

Washburn, Wisconsin

MINUTES

1. Call To Order

The meeting was called to order by the Chair, James Crandall at 4:32 PM.

Members Present: James Crandall, Fred Strand, Dennis Pocernich

Members Absent: Shawn Miller and Rusty Williams.

Others Present: Mary Motiff, Tourism Director; Ursula Garrison, Fair Coordinator

2. Approval of Minutes from October 31, 2017 Meeting.

Motion (Strand/Pocernich) to approve the minutes of the October 31, 2017 meeting as presented. Motion Carried.

3. Public Comment – There was no public comment

4. Budget Review – The 2017 End of Year Report was included in Committee Member's packets. Motiff reported that revenues were at 95% and expenses were at 90%. We exceeded most of our revenue goals. Donation revenue was discussed. Motiff mentioned that the total donation revenue does not include in-kind amounts.

Motion (Crandall/Strand) to receive and place on file. No amendments to budget. Motion Carried.

5. Report on WI Association of Fairs Annual Conference

Motiff, Garrison, Strand, and Crandall attended the Conference. A short overview was given on the highlights and workshops offered. Crandall spoke about Portable Stage and Covers for music events and the cost and benefits of said systems. Motiff spoke about the Carnival Quality Assessment workshop she attended and explained the value of creating an Assessment Plan. Motiff also spoke about the Keynote speaker's message about "Being an advocate for the Fair." Garrison attended the DATCP SharePoint Training & CRM Judges Update workshop. This year's annual reports must be submitted electronically via SharePoint to the DATCP.

6. Discussion and Possible Action on 2018 Fair Planning

Included in Committee Members' packets was an entertainment budget and a day-by-day Proposed Entertainment Schedule. Entertainment options for 2018 were discussed. Discussion occurred on entertainment contracts that were signed at the WI Association of Fairs Conference. Mitchell, A Magic & Hypnosis show and the Chicago Honey Bear Dancers were both found to be interactive grounds entertainment options. The Division Stunt Team, Great Frontier Bull Riding & Mutton Bustin should be crowd pleasers at the Grandstand. Discussion regarding Spectrum Entertainment's recent sale of a small unit (the one that has been at our Fair) to Badgerland Midways out of Stevens Point. We met with the Carnival during the convention. Motiff shared contract term comparisons with the committee members. Discussion followed. Motiff also spoke about the proposed entertainment options listed in the schedule. Discussion followed.

7. Buildings & Grounds Update

a. Grounds Personnel Position

Scott Williams' position will now be year 'round, but at the same number of hours so he can be available to deal with urgent off-season needs (deliveries, burst pipes in saferoom, etc.)

b. Discussion on 2018 Capital Improvement Projects

- i. Beef Barn Camping – re-numbering sites. We have begun the process of applying to be designated an official campground with the State of WI.
- ii. Holding Tank for 4H Food Booth – Gray water. Motiff will consult with Zoning to ascertain the minimum size requirements and will consult with 4-H to see if the minimum size will be sufficient for their needs.

8. Future Agenda Items and Next Meeting Date

The next meeting is scheduled for Monday, February 28, 2018.

9. Adjournment

The meeting was adjourned at 5:41 PM

Minutes submitted by:

Ursula M. Garrison, Fair Coordinator