

Crawford County Fair Board
Crawford County Administration Building Room 215
Prairie du Chien, WI 53821
June 2, 2016

Chairman Wade Dull called the meeting to order at 10:15 AM.

Members present: David Olson, Mary Kuhn, Donald Stirling, Wayne Jerrett. Others present: Amanda Nagel, Fair Coordinator; Sherriff Dale McCullick and Chief Deputy, Orrin (Butch) Olson; Jim Hackett, Emergency Management; Karen Snitker; Amanda Smiley, Maintenance.

Snitker verified agenda posting.

Motion by Kuhn, second by Olson, to approve minutes. Motion carried; no negative votes cast.

Sherriff and Emergency Management Departments

- Sherriff Dept. handed out the 2015 Fair schedule reflecting the hour's personnel worked last year and will base this year's schedule on the same information.
- Emergency/Disaster – If the fair needs to be shut down, Chairman Dull will be responsible to make that decision; Vice-Chairman Olson will have secondary responsibility. Should such an event occur, Olson will be the spokesperson.
 - Emergency Management has designated the new Gays Mills community building as the shelter; people are responsible to get there or, if they feel safe to do so, go home.

Fair Coordinator Report – Nagel distributed her report in hardcopy; hardcopy will be placed on file.

- Chicken/Duck Poop Bingo – requesting fencing off an area; request will be discussed at the June 8th committee meeting.
- Nagel would like to offer a Fair Ambassador Season Pass/Wristband Special of selling the wristbands only at the Extension office from July 1 - July 15 for \$15. Motion by Kuhn, second by Olson, to approve offering the early wristband special. Motion carried; no negative votes cast.
- Nagel presented a marketing plan to put in the Shopper. Motion to approve marketing plan by Olson, second by Kuhn. Motion carried; no negative votes cast.
- Nagel distributed the final versions of the Fair poster and sought members' opinions. Motion by Kuhn to approve poster, as corrected with red background, second by Stirling. Motion carried; no negative vote cast.
- Billboard sample was presented by Nagel, Motion to approve billboard as corrected by Kuhn, second by Olson. Motion carried; no negative vote cast.
- TV Advertising - \$1585 – Motion to approve by Olson, second by Kuhn. Motion carried by roll call; no negative votes cast.
- Liability Insurance – Per committee consensus, Nagel will contact the Fair's TRICOR insurance agent to be sure TRICOR/agent contacts the vendors to verify they have the required coverage the month of the fair/during the fair. Also, the vendor Liability Insurance letter has to include a notice to each vendor that the TRICOR insurance agent will be contacting the vendor's insurance carrier to verify their coverage is secure during the month of the fair which includes the fair dates August 24-28th.
- Motion to approve the \$400 purchase of tent by Kuhn, second by Olson. Motion carried by call of the roll. No negative votes cast.

- Motion to approve Annual Raffle License by Kuhn, second by Stirling. Motion carried; no negative votes cast.

Contracts & Agreements

- Fairgrounds Rental - Motion by Olson to approve Elizabeth Brownlee's request for use of the poultry barn by 4-H Rabbit Project, second by Kuhn. Motion carried; no negative votes cast.
- Booth/vendors - American Legion requests use of 4-H food stand, Motion to approve by Kuhn; second by Jerrett. Motion carried; no negative votes cast.
- Other - None

Maintenance

- Use of horse arena – Smiley reports random people are using the fairgrounds/horse arena. By committee consensus, people who have not been approved to use the fairgrounds need to be removed from the grounds.
- Motion by Olson, second by Kuhn to approve Johnsons Hardware bid of \$630 for tin. Motion carried by call of the roll; no negative votes cast.
- By consensus, committee approved Andrew Smiley's request to store his boat at the fairgrounds during the summer.

Mapping Solutions - Motion to approve Addendum to the Services Agreement by Olson, second by Kuhn. Motion carried with no negative votes cast. Addendum will be placed on file.

Public comment - None

Correspondence - None

Date of next meeting – July 7, 2016

Approve payment of bills – Bills were presented during Ag/Extension meeting.

Adjourn - Motion to adjourn by Kuhn, second by Olson. Meeting adjourned 11:50 a.m.

Respectfully submitted by Karen Snitker, Program Assistant