**Stephenson County Fair Association Board Meeting Minutes**

 **November 17, 2022**

**Stephenson County Farm Bureau Building**

The November 17, 2022, Stephenson County Fair Association meeting was called to order at 7:00 pm by President Gary Mielke.

**Board Members Present:** Bill Clow,Susie Dvorak, Kyle Fleischer, Victoria Hansen, Denise Hayunga, Christin Keefer, Jamie Kent, Kimberly Meier, Carla Meyer, Gary Mielke, Becky Thomas, and Ethan Trampel.

**Board Members Absent:** Scott Brenner, Britani DeVries, Wendell DeVries, and Lexi Hilliker.

**Executive Manger/Staff:** None present.

**Public Present**: Andy Dvorak.

**Secretary’s Minutes:** The secretary minutes were reviewed with a correction to the spelling of Christina Willman’s name. Denise Hayunga made a motion to approve the minutes as corrected. Susie Dvorak seconded the motion. Motion carried. Closed session minutes were approved with the correction to the spelling of Christina Willman’s name on a motion by Christin Keefer and seconded by Victoria Hansen. Motion carried.

**Finance Report:** Kyle Fleischer reviewed the financial reports. There was a question on the electric costs. Kyle will get clarification. Bill Clow moved the finance report be approved and Kim Meier seconded the motion. Motion carried.

**Items added to the agenda:** No items were added to the agenda.

**Public Comment**: None.

**Committee Reports**:

**Building and Grounds:** Gary Mielke reported the committee reviewed the proposed committee budget. The cost for materials to complete the water project is $33,328. Gate houses need repair, and the estimated cost is approximately $10,000. Additional rental chairs are needed and some need to be replaced at an approximate cost of $10,000. The bid to renovate the east restrooms is $12,400. This includes the cost of materials of $9,600. The bid for a security camera system from Computer Medic is $2,500. The proposed budget for Building and Grounds committee is $45,000.

**Commercial:** No report.

**Entertainment**: Kim Meier reported Rice Bulls and Barrels contract should arrive for signature soon.

**Finance:** Kyle Fleisher discussed the proposed budget. Susie Dvorak noted that Non-livestock Committee needs to add $101 to the premiums due to added culinary classes. After much discussion, Jamie Kent moved to approve the portion of the proposed budget for entertainment. The motion was seconded by Victoria Hansen. Motion carried. Bill Clow moved to approve the water project portion of the budget. Susie Dvorak seconded the motion. Motion carried.

The establishment of a 501c3 foundation was discussed. This foundation board would consist of 5 members. Only 2 members for the current fair board could serve on this board.

**Livestock**: Fair book updates have been presented to the Executive Director.

**Non-Livestock:** Susie Dvorak had nothing to add after the request for additional premiums.

**Policy and Procedures:** Victoria Hansen reported this committee will be meeting at 6:00 pm on December 22.

**Executive Manager Updates:** No report. Gary Mielke stated that Executive Manager Kate Boyer is working on a calendar of events.

**Old Business:** The dining hall building was discussed. Currently a contractor has looked at the building and it will be determined if we can insulate the current structure as it is or if it will need to be rebuilt to increase the ceiling height.

A short discussion Annual meeting date was held. It was determined that the Annual meeting date will remain on the 4th Thursday of October.

The November meeting will be held 1 week earlier due to Thanksgiving on the 4th Thursday. All other regularly scheduled board meetings will be the 4th Thursday of the month.

**New Business:** The IAAF Convention will be held January 20 – 22, 2023 in Springfield. If board members plan to attend, contact Executive Director Kate Boyer.

**Any Other Business**: None.

The next meeting will be December 22, 2022, at the Stephenson County Farm Bureau at 7:00 pm.

President Gary Mielke adjourned the meeting at 8:33 pm.

Respectfully submitted,

Carla Meyer

Secretary