**Stephenson County Fair Association Board Meeting Minutes**

**April 27, 2023**

**Stephenson County Farm Bureau Building**

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

**Board Members Present:** Scott Brenner, Bill Clow, Brittani DeVries, Wendell DeVries, Susie Dvorak, Kyle Fleischer, Victoria Hansen, Denise Hayunga, Lexi Hilliker, Jamie Kent, Kimberly Meier, Carla Meyer, Gary Mielke, Becky Thomas, and Ethan Trampel.

**Board Members Absent:** Christin Keeffer.

**Executive Manger/Staff:** **Present**: Kate Boyer and Dale Sandell.

**Public Present**: Andy Dvorak.

**Items added to the agenda:** None:

**Public Comment**: None.

**Secretary’s Minutes:** The March meeting minutes were approved on a motion by Bill Clow and seconded by Scott Brenner. Motion carried.

**Finance Report:** Kyle Fleischer reviewed the financial reports. Bill Clow moved, and Scott Brenner seconded a motion to approve the reports as presented. Motion carried.

**Finance**: Kyle Fleischer then presented information on the formation of a 501c3 foundation for the fair. Kyle made a motion to continue forward with getting information on the formation of the 501c3. Scott Brenner seconded the motion. It was suggested that a meeting be held with the attorney who would be working on this proposal. Motion carried.

Ticket prices for the 2023 fair were discussed. There was consensus to leave the ticket prices the same as 2022.

**Committee Reports**:

**Building and Grounds:** The owner of the electronic sign would like the fair association to purchase the sign. He is requesting $5000. The cost to replace failed panels in the sign would be between $20 and $25 each. The owner would also train local fair personnel in the use of the software involved. In 2022 we paid $400 to the sign owner and profited $1200. Bill Clow suggested the Fair Association offer to pay $2500. If that amount is not accepted to offer up to $3500 due to the age of the sign. Dale Sandell highlighted the projects currently on the grounds crew list to be completed. There are currently 30 items on the list. It was also suggested that an overhead door be installed in the area under the grandstand and the door be 10 feet wide to aid in getting stored items in and out with the use of the skid loader. There are also plans to install a 6-inch tile on the west side of the beef barn to remove the large amount of water from the roof and the hillside west of the building. The fire extinguishers have all been checked for 2023. Ticket booths were discussed. The east and south gates just need additional covered area so that portable canopies are not needed. A new ticket booth is needed for the west gate. Designs are being reviewed to make the booth efficient.

**Commercial:** Bill Clow reported the committee did not meet.

**Entertainment:** Kim Meier reported all contracts have been signed. The Queen Contest will be holding an informational meeting.

**Livestock**: Scott Brenner stated the committee has not met but will be checking on online signup.

**Non-Livestock:** Susie Dvorak reported the committee did not meet this month, but an additional display cabinet has been donated.

**Policy and Procedures:** Victoria Hansen presented documents for the 1st reading for policy changes.

**Executive Manager Updates:** Kate Boyer reviewed her written report to the board. She is working on rules for the new class for half barrel gardens.

**Old Business:** The donation to Ag in the Classroom has been sent. A thank you was received from the Sandell family with the passing of Theo Sandell, father of Dale and Dennis. Gary Mielke thanked those who helped with storage removal.

**New Business:** None presented.

**Any Other Business**: One memorial bench has been ordered. The deadline to order benches for the 2023 fair is June 1.

The next meeting will be May 25, 2023, at the Stephenson County Farm Bureau at 7:00 pm.

President Gary Mielke adjourned the meeting at 8:10 pm.

Respectfully submitted,

Carla Meyer

Secretary