**Stephenson County Fair Association Board Meeting Minutes**

**October 24, 2024**

**Stephenson County Farm Bureau**

The Stephenson County Fair Association meeting was called to order at 7:10 pm by President Gary Mielke.

**Board Members Present:** Bill Clow, Wendell DeVries, Susie Dvorak, Kyle Fleischer, Victoria Hansen, Denise Hayunga, Carla Meyer, Abby Mielke, Gary Mielke, Kris Shore, Becky Thomas, and Ethan Trampel.

**Board Members Absent:** Scott Brenner, Brittani DeVries, Ann DeZell, and Jodi Miller.

**Executive Manager/Staff:** **Present**: Kate Boyer.

**Public Present**: Cindi Mielke.

**Items added to the agenda:** Northern Zone meeting November 3.

**Public Comment:** None.

**Secretary’s Minutes:** The September meeting minutes were approved on a motion made by Bill Clow and seconded by Kris Shore. Motion carried.

**Treasurer’s Report:** The September financial reports were approved on a motion by Bill Clow and seconded by Kris Shore. Motion carried.

**Committee Reports:**

**Finance:** Kyle Fleischer reported a bid was received from Grade Solutions to install a drop box and drain tile in the track and pit area to aid drainage of rainwater at a cost of $6783. It was stated that it would be best if this project could be completed yet this fall to allow for a freeze and thaw to settle the soil. After discussion it was decided that a second bid should be acquired. A motion was made by Kris Shore and seconded by Denise Hayunga to allow $6800.00 for this project. The selected contractor will be determined based on the second bid. Motion carried.

The 2025 budget was discussed. Questions were asked about several line items. Kyle proposed that accounting line item 7215, Building/Land Improvement, have funds budgeted, to include all building sponsorship funds, and a portion of the storage money be allocated as income for this account. Currently these income and expenses are included in the building and grounds repairs and maintenance accounting line item 7210, and it is difficult to determine how much of the available funds have been allocated for building or grounds improvements. It was also suggested that a line item be added for the FFA tractor pull. A motion to approve the Entertainment portion of the budget was made by Victoria Hansen and seconded by Bill Clow to allow booking of entertainment to go forward with the rest of the budget to be approved at the next meeting. Motion carried. It was suggested that next year the annual meeting be held in early November to allow time for the budgeting after the end of the fiscal year. A revised budget will be emailed to board members as soon as all information is available.

A motion was made by Kris Shore and seconded by Bill Clow to open a money market account for capital improvement funds. Motion carried.

A security bill was received from the Sheriff Department Reserves, Mounted Patrol and Auxiliary listing hours worked and a cost amount of $14,812.57. It was noted that these organizations are providing services on a donation basis. After discussion a motion was made by Bill Clow and seconded by Denise Hayunga to approve a $8865.00 donation which amounts to $15.00 per hour for hours worked. Motion carried. Some days they had more volunteers than were needed to assist with security.

A Fair Appreciation dinner was discussed. Cindi Mielke contacted Lessman Catering as to available menus and cost. A motion was made by Victoria Hansen and seconded by Ethan Trampel to approve a budget of $3000 and invite fair volunteers and fair sponsors donating $1000.00 or more. The appreciation dinner will be held March 19, 2025, at Highland Community College. Motion carried.

**Building and Grounds:** Gary Mielke reported that since Antique Engine is no longer using the sawmill building and they were planning to take it down the fair could acquire this building and move the gas house to his area and get it away from the fairgrounds well. The committee discussed the needed improvements to the bathroom building near the livestock barns. This building needs many repairs including a roof, the large cracks in the cement flooring, and an upgrade to the shower areas. The cost to repair or replace the building could be up to $70,000.00. More research will take place into our options and costs to repair.

Storage intake began last Saturday, and about $33,000.00 income was taken it. This Saturday will be the second day of storage intake. Help is needed.

One person has requested to camp at the fairgrounds for as long as the weather permits.

**Gates/Security Committee:** No report.

**Commercial:** Bill Clow had no report.

**Entertainment:** Wendell DeVries reported that the Tractor Pull committee will be meeting on November 7 and all board members are welcome to attend.

There were no reports concerning Beverage, Entertainment Tent, or Free on Grounds entertainment committees.

Cindi Mielke reported that the Fair Queen, Scarlett Sager; Jr. Miss, Aubrianna Mefford; and Little Miss, Hollynn Nevel have been busy. They have been to 8 parades, the Dog Show at the fairgrounds, Farm & Fleet opening of Toyland and will be attending the Downtown Trick or Treat event this Saturday and the Trick or Treat Trail at Krape Park also on Saturday, the Mistletoe Walks in Freeport on November 30 and in Lena on December 7, they will participate in Salvation Army bell ringing and attend the Home Show on April 12, 2025. The Queen, Scarlett Sager, will be representing Stephenson County at the IAAF Convention in Springfield on January 16-20, 2025.

Carnival: A motion was made by Bill Clow and seconded by Abby Mielke to sign 1-year contract with the carnival we had last year. Motion carried.

**Youth Night:** No report.

**Livestock**: Gary Mielke reported he had spoken with Kurt Moll, owner of the old racetrack, and the fair can haul manure on the acreage.

**Non-Livestock:** Susie Dvorak reported the non-livestock superintendents met on October 15. Plans are being made for next year and will include a best exhibit award. Some exhibits currently in the Home Ec Building may need to be moved to the old dining hall building due to space issues. HCE demonstrations may be moved to that building. Fair Competition Catalog changes are being worked on.

**Policy and Procedures:** Victoria Hansen had no report.

**Executive Manager Updates:** Kate Boyer provided board members with a written report. She asked board members if there were additional suggestions for a theme for 2025 other than those that had been emailed to members. It was decided to use a swine theme as the Hog House will be celebrating 50 years this year.

The old dining hall building needs to be renamed. A motion was made by Victoria Hansen and seconded by Bill Clow to approve the name “Heritage Hall”. Motion carried.

**Old Business:** Northern Zone meeting will be November 3. Let Kate Boyer know if you wish to attend. The IAAF Convention will be held January 16-20, 2025, in Springfield. If board members wish to attend again contact Kate.

**New Business:** None.

**Any Other Business**: A motion was made by Kris Shore and seconded by Denise Hayunga to suspend the regular meeting and call the annual meeting to order. Motion carried.

The regular meeting resumed at 8:34 pm after adjourning the annual meeting.

The next meeting will be held December 5, 2024, at the Farm Bureau at 7:00 pm.

President Gary Mielke adjourned the meeting at 8:35 pm.

Respectfully submitted,

Carla Meyer

Secretary