

**POLK COUNTY FAIR SOCIETY**  
**MEETING OF THE BOARD OF DIRECTORS**  
**May 22<sup>nd</sup>, 2014– 7:00 pm -10pm.**  
**Government Center, Balsam Lake, WI**  
**(Draft for Approval)**

**Attendance:** Dale Wood –President, Rod McGee –Vice President, Karrie Melin-Swenson –Vice President, Geri Christensen –Treasurer, Judy Bainbridge –Financial Secretary, Karen Peper-Director , Grant Burdick –Director, Janis Larson – Director, Ted Johnson –Director, Becky Larson –Director, Ron Leibl-Commercial Vendor Superintendent, Greg Dick-Volunteer, Kerri Slate –Secretary, Carol Porter –Haas & Wilkerson Ins. Rep.

**Call to Order:** The meeting was called to order at 0709 pm by President Dale Wood.

**Agenda:** Agenda was distributed; Additions to the agenda: Presentation of donation check by Forrest View 4H and Presentation of donation Check by Ted Johnson. President Dale Wood requested a motion to approve the Agenda. Karen Peper made a motion to approve the agenda as presented with the above noted changes, 2<sup>nd</sup> by Grant Burdick, Motion carried.

**Approval of Draft Minutes:** Draft meeting minutes from the April 24<sup>th</sup>, 2014 PCFS Meeting of the board of Directors was distributed. President Dale Wood requested a motion to approve the Meeting minutes: Karen Peper made a motion to approve the April 24<sup>th</sup> 2014 Meeting Minutes as presented, 2<sup>nd</sup> by Royce Larson, motion carried.

**Treasurer’s Report:** Geri Christensen – Treasurer present copies of the treasurer’s report dated May 20<sup>th</sup>, 2014. Royce Larson made a motion to accept the treasurers’ report dated May 20<sup>th</sup>, 2014 as presented, 2<sup>nd</sup> by Karen Peper, Motion carried.

Forest View 4H club to present a check for donation to be used for the small animal barn. \$1500.00 Donation made by 4H members Brianna Palmstein, Garret Lee, Brianna Lee, Haley Palmstein, Adults Kim Palmstein, Amy Lee

Check Presented by Ted Johnson from the Polk County Junior Holstein members, donation in the about of \$2282 to the Polk County Fairgrounds Barn cement project. Funds were raised at the 2014 Spring Dairy Banquet Auction held on April 13<sup>th</sup>

**Old Business:**

1: Insurance Policy Renewal: Carol Porter, Haas & Wilkerson Insurance present and reviewed our commercial general liability: Binders with renewal information were presented to present members and reviewed coverage by coverage. Karrie Melin-Swenson makes a motion to go ahead and approve the insurance renewal as presented by Carol Porter, 2<sup>nd</sup> by Judy Bainbridge. Motion carried.

2: Yellow House: Dale Wood - moving on June 4, 2014, 9am. We need ideas for use of those grounds. Yellow House Site water well – there is no record of this well so land and water wanted the well pulled to see how deep it was, Well contractor pulled it and measured 100 feet, however he was worried about the hole being a safety hazard so he filled it in, now land and water is refusing to pay their 75% of the bill because they could not verify the depth. Bill is \$750. We may need to pay this. Site should be cleaned up the week after the move is complete. Will not get any other improvements done this year, could use the site for camping, we may need to put in electricity.

3: New Property Purchase: Dale Wood – county is attempting to sell some land this would supply some money for new land purchases. They also cannot pay more than the assessed value.

4: Barn Walkways/Water Runoff Study: Larry has been here working for the last week and half, wall is up and lane will be poured on Saturday. Posts in the center were removed and rafter above was re-enforced. Will need some new doors on this end. Problems with rain runoff between the buildings continues to be a problem, it leaked under the new concrete wall. Water is unable to completely run off to the west - Suggestion by Ted Johnson is to concrete between the buildings. Concrete would be sloped to center. Estimated cost of concrete between \$ 5 – 6000. Probably cannot

get done prior to 2014 fair. Karen Peper make a motion to proceed with obtaining bids to concrete the area between the tin barn and Hog barn to fix the water run – off problem in the tin barn. 2<sup>nd</sup> by Grant Burdick, motion carried.

5: Use of Snow Club Tractor: Geri Christensen – spoke with Leslie Davison, (unable to attend) who states she does have the signed contract and has DL #. Lock box has been put in – key opens the gate, show barn. We are looking at getting a 2<sup>nd</sup> lock box for a tractor key.

6: Poultry/small animal barn: Dale Wood-Becky Larson requesting we refer to the building as the small animal barn, not the poultry/small animal barn.

7: Establish spring startup/fall shut down procedures/written instructions/utility maps/checklist: Brandon not able to attend tonight but is planning on working with Judy to create a checklist.

8: People Movers/Drivers: suggestion from parking committee to have more coverage in parking lot and decrease coverage to west end. Several banks, car dealerships and country side are signed up to drive. Just need drivers for Saturday.

9: Hockey Association Contract Renewal: Dale Wood – Met with one representative from hockey arena tonight. They will sign the contract at their June meeting then bring back to us.

10: Caretaker Position: Dennis Shill will be bringing in a motor home.

11: 4H food stand repairs, stove/oven replacement: lone does not want the stove, however we and horse camp still require it. Chuck thinks that the stove could be moved to this side if 220 power is available. All movable items need to be moved, and then the floor and walls can be re-done. This should happen after horse camp, and be completed before fair.

#### **Committee Reports:**

**Advertising:** Geri Christensen – meeting with the media that went well. Sponsorship Window cling for businesses to display when they are a sponsor. Can also be used and given to other s– used to promote sponsoring the fair. Janice Larson makes a motion to Order 500 window clings for the 2014 fair (dates), 2<sup>nd</sup> by Becky Larson. Motion carried

**Entertainment & Grandstand:** Judy Bainbridge – nothing new.

**Social Garden:** Geri Christensen – nothing.

**Senior Events:** Kerri Slate – many speakers signed up for the ADRC, we continue to work on senior events.

**Programming Committee:** Geri Christensen: discussed commemorative buttons and dry erase mural for side of admin building.

**Premium Book:** Karrie Melin-Swenson: deadline is coming soon.

**Commercial Exhibits:** Ron Leible – thanked those present for their support during his years of service. Has had some vendors cancel. Karrie Melin-Swenson passed along info and concerns from Charles Prissel regarding the addition of commercial spaces in the 4H building – Ron L is only requesting 1 additional space along the east wall and the 4 spaces in the center. 4H memorabilia would work in the center of the building and would draw people that direction. Karrie Melin-Swenson also made a suggestion to devise some type of suspended quilt holder to raise quilts off the floor area. Nat. Guard will be here this year, Ron not sure where he will put them they need a fairly large area. They would do a flag rising if we asked them to. Ron spoke with the paint ball vendor and he decided that he should pay \$80 for the space and .05 per \$1 charged. Sir Smoke not coming back, has not contacted Ron.

**Fairest of the Fair:** need some candidates. Dead line is June 6<sup>th</sup>.

**Bylaws & Policies:** nothing

**Quality Meats:** meeting June 5<sup>th</sup> again, senior contacted them regarding a situation – this youth purchased animals and was planning on showing but was just notified that his leave date for the marines was moved up to July 21<sup>st</sup>, he is wondering if someone else can show the animals for him? Question if this is an issue for Livestock or Quality meats.

**Small Animal:** nothing

**Horse:** email from Karen Sandberg re: horse camp – want to have a camp fire near the 4H building on Thursday evening. Ok but they need to check with the city, follow all laws and rules and clean up afterwards. They would like to help pay for the manure removal from the bunker this year and, they are wondering who to contact.

**Livestock:** Karrie Melin-Swenson – update from Ag teachers meeting. Tim from F&A dairies has a many events planned. Hand milking demonstrations, scavenger hunt.

**Ticket Sales:** Geri Christensen –getting day passes soon.

**EMT's & Safety:** doing fire extinguishers next month.

**Parking:** All good

**Fair Camping:** good

**Budget:** all good.

**Fundraising:** next meeting is Thursday 5/29 7pm, please join us if you would like.

**Use of Grounds & Winter Storage:** Circus coming in June 16th. All winter storage items are now gone. 3 weddings confirmed for this summer/fall.

**Bldgs. & Grounds – Maint. & Long Range Plans:** suggestion was made to get reflective tape for the gates to help illuminate at night, this was referred to Janis Larson -safety. Discussed lighting for the flag poles if the flags are flown at night. Suggestion of inexpensive solar light that would provide a spot light on the flag, remove when flags come down. Karrie Melin-Swenson relayed also that 4H Leaders federation will be purchasing 4H flags to fly under the American flags during the 2014 fair in celebration of the 100<sup>th</sup> anniversary.

**Executive Committee:** Nothing needed or presented

**New Business:**

1. Action on Committee Reports : none needed
- 2: Policy addition – financial controls: Geri Christensen – presented proposed revised policy with changes regarding financial controls. Ted Johnson moves we approve the policy changes as presented, 2<sup>nd</sup> Karen Peper , motion carried.
- 3: Suggestion of placing acoustic tiles on ceiling of 4H building: @ 4 x 2 panel found on line is 70+\$ per panel. We will continue to look at options and cost. Table it until more information is obtained.
- 4: Virginia Lunsman passing: she was a caretaker in the 90's, they lived in the yellow house during that time. Aunt to Debbie Johnson and Kay Hanson. Recognize via resolution for the deceased.
- 5: Fair Photo Contest: new categories out, will have copies of list.
- 6: Suggestion for 2104 WAF Awards: please give ext. board input on potential participants.
- 7: Good Samboree – Meeting on 5/23 9a: past contract provided to board by Geri Christensen – previous charges reviewed, will ask for \$9000 fee at this time.
- 8: June 11<sup>th</sup>, comm. Service day for SCF schools. Here from 930 – 1100am. Karrie Melin-Swenson, Grant Burdick and Greg Dick will be here, all are encouraged to join.

**Set Next Meeting date/time:** June 26<sup>th</sup>, 2014 7pm at Polk County Fair Grounds, 4H building.

**Adjournment:** Grant Burdick makes a motion to adjourn the meeting, 2<sup>nd</sup> by Janis Larson , motion carried. Meeting was adjourned at 1050 pm.

**Upcoming Events:**

- Upcoming Events:
  - √Inmate dates: July 29, 30 & 31. Oct 1, 2 & 3.
  - √ Fairest of the Fair Judging July 11<sup>th</sup> 2014
  - √4H clean up days – July 14<sup>th</sup>, 19<sup>th</sup> and 21<sup>st</sup>.
  - √Fall District Meetings: District 2 – October 2<sup>nd</sup>, 2014 – sponsored by Barron County Fair, held in Barron, WI

Respectfully submitted by Kerri Slate, Secretary