

The Cedar County Fair
Minutes
June 8, 2022

June 8th Meeting was called to Order by Brian Neuberger (President) at 7:00 PM at the fair office.

Board Members Present:

Anderson, Sarah
Davidson, Bob
Doerscher, Dean
Fitzgerald, Kyle
Ketelsen, Ed

Licht, Kevin
Neuberger, Brian
Pruess, Dana
Schroeder, Doug
Shinker, Dave

Siders, Kim
Smith, Craig

Lori Miller
Evan McCleary

Board Members Absent:

Chapman, Lynn
Haub, Molly
Schiele, Lance
Slach, Chris

Guest Recognition: Tom Wagner: would like requirement of Proof of Insurance for all private ATV/UTVs used at Fair.
Brad Gaul, Cedar County Supervisor:

Correspondence: Mike Codner from Bulter County Passed away. County Fair Day @ IOWA State Fair is Aug 12. AIF is using some of its stipend from ICAP to pay \$110 for each of its member fairs towards their IAFE membership. We Received a Thank You card from the West Branch National Honor Society thanking us for having them for their Service Day. All correspondence will be posted on the bulletin board for 30 Days.

Approval of Minutes for May Monthly Meeting: Bob Davidson made a motion to approve the minutes of the May Monthly meeting. Motion seconded by Ed Ketelsen. Motion Carried.

Financial, Bylaws, Insurance & Grants Committee Report

- Goal #1: Explore grant opportunities to the fullest with the aid of our 501c (3) designation
- Goal #2: Continue to maintain event report as they occur. (P/L statement)
- Goal #3: Continue to Present a quarterly report to the board in a timely manner.
- Goal #4: Examine monthly billing/invoices so an accurate and concise report can be given at the monthly board meetings.
- Goal #5: Maintain our insurance policies in the best interest of the Fair Association.

Financial Report:

General Fund ending balance \$ \$15597.96
Mathews Account ending balance \$15957.79
Liberty Savings ending balance \$ 5821.05
Total Cash Assets \$ 37376.80
Liabilities Electrical Project \$12677.31
Liabilities Grandstand Project \$65000.00

Approval of Financial Report: Kim Siders made the motion to approve financial report; Ed Ketelsen seconded the motion. Motion carried.

ICAP insurance premium due July 9.

Historical building coming up.

Concert tickets Sales -\$10425.13

Season Pass Sales - \$7494.76

Fair Camping Payments - \$3100

Partnerships Money Received \$47948.26

Partnerships Committee Report:

- Goal #1: Increase Number of partners to 175
- Goal #2: Increase Partnership Income to \$60,000
- Goal #3: Update Mailing List and include more e-mail addresses.
- Goal #4: Update “in Kind” partner program
- Goal #5: Streamline processes for the partnership program

We have received \$ \$47948.26. Kevin Licht Made the motion to approve the cedar county cattlemen in kind partnership at the Pearl Level permanently (No need to approve in kind partnership next year). Bob Davidson Seconded the motion. Motion Carried. Looking at working with Gerdau and Crist Electric to sponsor for happy hour and patio.

Promotions, Special Attractions, Recruitment, and Volunteers Committee Report:

- Goal #1: Promotions – To Use the social media, website, and paid advertising venues to increase the visibility of all events held at the fairgrounds in a timely fashion.
- Goal #2: Special Attractions – To have all contracts signed and in place before March 1st and to Increase “free activities” during the fair to at least one activity a day.
- Goal #3: Recruitment – To increase the number of volunteers to help with work nights by 5 people per night and increase fair volunteers by 10 people per day.
- Goal #4: Volunteers – To implement the use of an online sign-up program for all volunteers to use for the fair activities.

Radio ads and Facebook ads have been published. Website is getting hits

Fair camping is full with a waiting list.

Poker run coming up starting from fairgrounds. Looking for helpers at bars.

Volunteers-Sign up genius is live. Want all board to sign up.

Having small band for Saturday afternoon and a DJ on Thursday night.

.

Maintenance, Repairs and Events Prep Committee Report:

- Work With Capital Improvements committee to complete Goal #3.

Need help filling in hole where waterline work was done.

Weed spraying started.

Concessions, Rentals, Vendors and Camping Committee Report:

- Goal #1:
- Goal #2:

Lots of upcoming events: See Calendar Handout.

June 20: Celebration of Life for Neal Smith. The Fairboard will be running the bar Lynn will be at MB starting around 2:00-2:30 to prep. Lynn wants to encourage everyone that can to please attend to support the Smith Family.

Will need Bartenders for weddings on June 25, July 23, and Aug 6- waiting for RSVP confirmation and beverage list to determine how many bartenders are needed.

Would like the following added to calendar and need to confirm dates: Queen/Fairboard Supper – Sunday before fair.

With all the upcoming activities on the grounds: work night, horse clinics, dog clinics, shooting sports activities, poker run, road race etc. – wondering if block bathrooms should be left unlocked and ask board members to check them periodically for cleanliness, trash removal, and the need for stocking?

Committee meeting next week to get everyone up to date on fair vendors
Also want to discuss timeframe and renovation of Mathews Building.

Continuing to get inquiries rentals, especially after Goodmakers Market and all the foot traffic it brings to the grounds.

CCFP – bartenders needed. They are requesting tables/spools and they are requesting having our American flags hung.

Livestock, Livestock Buildings and Open Shows Committee Report:

- Goal #1: 3 New sheep pens ordered
- Goal #2: Curtain on Cattle Show Arena in progress
- Goal #3: Fix Roof & Electrical in Hog Barn
- Goal #4: Pens in Hog Barn
- Goal #5: Signage for Vet

Open hog show (open to cedar and surrounding counties) is requesting \$500 to cover costs. Dave Shinker made motion to give the open hog show \$500 to cover costs. Evan McCleary seconded the motion. Motion Carried.

Cattle arena shade – update given.

Capital Improvements Committee Report:

- Goal #1: Finish Office – working with Arlan

- **Goal #2: Complete Historical Building project on accordance with Historical Society – working on this.**
- **Goal #3: Work on the following Jobs (collaborating with other committees)**
 - **Move Dirt in NW Corner – dirt will be used for upcoming horse arena project**
 - **Finish work between the office and the Lions Building – bid from Leeper approved.**
 - **Tin On Hog Barn: electrical repair in hog barn – working on it.**
 - **Put Security light at NW entrance - see above (ICAP Grant)**
 - **Repair High Tensile Fence – Jay Proesch will donate materials to replace fence between pits and horse / camping area.**
 - **Catch Fence on Racetrack (with Ryan Duhme) – Race Committee will continue working on this.**
 - **3 more pens in sheep barn - ordered**
 - **Fix Hydrant North of cattle barn – Duston will work on this.**
 - **Eve Spouts on New cattle barn – Doug will oversee this.**
 - **Grind Stumps – Ed will take care of this.**
 - **Pit concessions floor – done**

Railing needed for new sidewalk area. Fencing looking at black chain-link for areas around office— quote coming. Kevin Licht made the motion to haul dirt in area North of new office then have capital improvements committee look at and the decide if a second row of concrete block is needed. Once dirt is hauled finish with sod. Dean Doerscher seconded the motion. Motion carried.

Historical Society Building – only a few things left to move out of building. Signing of contract will occur right after fair

Pit fence – Dana Pruess made the motion to use woven wire with two smooth wires on top keeping fence 6 inches off ground. Ed Ketelsen seconded the Motion. Motion carried.

Finish fair office – in contact with Arlan.

Going to try to do horse arena work the weekend of Father's Day.

4-H and Extension Center Report: Poultry show is a go. Numbers will be in shortly after entries are finalized.

FFA Report: Getting together with FFA leaders in the next week to devise a plan for FFA Barn.

Other Business:

Sound: system is here

Clothing Order: Kevin Placing order this week

Easel signs/ No parking signs/No refunds signs/no weapons signs

Finalize Backpack/bag/purse policy. – Kevin Licht made motion to have no bags on track area for concert and all bags on the grounds are subject to search. Second by Doug Schroeder.

How to handle gate entry for workers. (Concessions, bartenders, Lions, etc.) Sarah will supply tickets or have list at south gate.

Golf Carts/UTVs – golf carts – looking at getting 12.

Wildlife removal services- forward Bill to FFA and 4-H

LP Contract – Dave Shinker will check to see if we can wait to book until after fair.

Square – Sarah Anderson made the motion to get another Square unit (credit card reader) at a cost of \$299 and investigate getting a another one to use on cell phones. Ed Ketelsen seconded the motion

Ticket Shack for south gate – Looking into renting

Weather insurance – (¼ inch of rain except Saturday 1/3 inch) will cost \$7413.00 Doug Schroeder made motion to approve purchasing the weather insurance for fair. Sarah Anderson seconded.

County Fair Day @ State Fair is Aug 12.

Next Meeting last Wednesday in June before work night.

Adjournment: Sarah Anderson made a motion to Adjourn; Craig Smith seconded the motion. Motion Carried.

Minutes Approved on July 27, 2022



Kim Siders, Secretary



Brian Neuberger, President