

Agenda

Eau Claire County

Fair Committee

Date: November 11, 2020

Time: 6:30 PM

Virtual meeting via Webex Events

<https://eauclairecounty.webex.com/eauclairecounty/j.php?MTID=mb7e0b7f82ccf90e536475f51c234a2e8>

Tap to join from a mobile device (attendees only)

+1-415-655-0001,,1453950883## US Toll

Join by phone

+1-415-655-0001 US Toll

Password: 3GCfy2iqav3

Meeting #: 145-395-0883

For those wishing to make public comment, you must e-mail Debbie Kitchen at eauclairefair@gmail.com **at least 30 minutes prior to the start of the meeting**. You will be called on during the public session to make your comments.

1. Call to Order and Confirmation of Meeting Notice
2. Roll Call
3. Public Comment
4. Review/Approval of Committee Minutes from October 14, 2020 – Discussion/Action
5. County Code Change and the Fair Committee – Discussion/Action
6. Fair Book – Discussion/Action
 - A. 1-year vs 2-year Book
 - B. Changes
 - C. Publication Date
7. Fair Committee – Discussion/Action
 - A. Structure
8. Sub-Committee Reports – Discussion/Action
 - A. 4-H Leaders
 - B. Friends of the Fair
 - C. Livestock
 - D. Extension
 - E. County Board
9. Fair Coordinator Report – Discussion/Action

10. Future Meeting Dates and Agenda Items

11. Adjourn

Attachments:

- A. Committee Structure 11/3/2020
- B. Extension and County Fair Document

Eau Claire County Fair Committee

October 14, 2020 7:00pm

Meeting by WebEx

Meeting was called to order by Lisa Vetsch at 7:01 pm

Confirmation of meeting notice.

Roll Call of Member was done by Jenni Haan

Fair Board Members present: Scot Zimmerman, Letecia Papke, Tammy Schlewitz, Jennifer Haan, Lisa Vetsch, Rachel Hart-Brinson, Josie Syverson, Tyson Flottmeier, Darren Schlewitz, Missy Christopherson, Bethany Strauch, Kathleen Gehrke

Others Present: Debbie Kitchen, Eau Claire County Fair Coordinator.

Public Comment – None

Approval of minutes. Scott Zimmerman made a motion to approve the previous minutes for September 9th & September 23rd. 2nd by Missy Christopherson. Voted unanimously to approve.

Vice Chair Election

Original motion by Jenni Haan to appoint Letica as Vice Chair. 2nd by Scott Zimmerman. Voted unanimously to approve.

Discussion on the amount and procedure of ticket sales to raise funds. Possibly looking at other means to sell tickets. How will we raise money this year?

Poultry is investigating and working with the livestock committee. Attending meetings to work into fair for 2022.

Setting up a meeting to discuss the contracts for facilities. Discussion on keeping smaller ribbons vs larger ribbons to have consistency with the Exhibitors.

Scott Zimmerman made a motion to get all large ribbons for Exhibitors and Livestock, so there is consistency throughout the fair. 2nd by Tammy Schlewitz. Approved

Fairbook & Fair Entry will be on next agenda. Similar set up as this year. Discussion on keeping the show tent. Discussion only, no action taken.

Discussion on the "Group Structure" handout. Working with Debbie Kitchen to finalize reporting flow and responsibilities. Everyone is to look over and review the by-laws and be ready for discussion at next month's meeting.

Future meeting, November 11th 6:30pm.

Meeting adjourned 8:28 pm

Respectfully Submitted,

Jenni Haan
Clerk



Extension

UNIVERSITY OF WISCONSIN-MADISON

Guidelines on the Educational Roles of County Extension Educators at County Fairs

Approved May 16th, 2019 by the Division of Extension Leadership Team

*This document has been reviewed and endorsed by the
Wisconsin Association of Fairs*

Introduction

The University of Wisconsin System has a three-fold mission in resident instruction, research and extension. In 1973, and again in 1982, the UW Board of Regents affirmed the historic commitment of all its institutions to public service and the public good. Concurrent with this reaffirmation was the assignment of the University of Wisconsin-Madison Division of Extension to lead, coordinate, plan and administer the extension function of the UW System.

Over the years Extension has demonstrated its strong support for county fairs. This is appropriate because county fairs can offer numerous educational opportunities for participants and the general public. Participating in educational initiatives at the fair also provides extension educators and program coordinators an opportunity for relationship building and interaction with the public. Fairs have also added a special dimension and focus to a variety of educational programs involving individuals of all ages as well as local organizations.

The Role of Extension Educators and Program Coordinators in County Fairs

The role of all extension educators and program coordinators working in county and regional settings is **education**. Extension educators and program coordinators are often the first point of contact with the University of Wisconsin System for people throughout the state. Extension educators and program coordinators teach, learn, lead and serve connecting people with the University of Wisconsin, and engaging with them in transforming lives and communities.

The educational purpose is accomplished in many ways – through seminars, workshops, information meetings, tours, demonstrations, exhibits, field studies, teleconferencing, Facebook, twitter, web sites, publications, and the mass media, both public and commercial. Extension educators and program coordinators work with personnel from other agencies, organizations, institutions and elected bodies to develop educational programs and provide professional expertise based on the research

and knowledge foundation base of the University. Extension educators and program coordinators are also charged with upholding the integrity, policies and guidelines of Extension and the Wisconsin 4-H Program.

Area Extension Directors, in cooperation with County oversight Committees, will review the roles and responsibilities of educators and program coordinators. Increasing and strengthening the involvement of local residents in planning and conducting county fairs will help the fairs achieve their goals as major educational, cultural, economic and social events in the lives of people.

There is a need for extension educators and program coordinators across institutes to work closely with county fairs, whether the county fair is an official county event, or sponsored by a private organization. However, it is the responsibility of Extension administration and individual educators and program coordinators to monitor the job descriptions and day-to-day responsibilities to ensure that services provided to county fairs are directly related to specific educational goals.

Adequate clerical staff ought to be employed by county fair organizations specifically to assist with fair responsibilities, so that support for ongoing extension programs can be maintained without disruption. We expect county extension educators and program coordinators to focus on educational roles at county fairs. Examples of these educational roles may include:

1. Direct education with youth and volunteers related to 4-H Projects
2. Coordinating trainings for fair boards and superintendents; particularly in the areas of decision-making, leadership and organizational stewardship.
3. Instructing volunteer leaders in how to conduct a demonstration, prepare an exhibit, improve displays or supervise others.
4. Teaching at workshops, demonstrations or exhibits at the county fair (which may include pre-fair events).

5. Providing advice and counsel to fair boards, managers and various other fair committees to ensure that the educational dimensions of the fair are strengthened. Members of the county extension staff may serve as a non-voting liaison to the fair governing board. Examples of advisory roles:
 - a. Advisement on the development of job descriptions for paid and volunteer leaders working directly with the fair board;
 - b. Advising fair boards and various fair committees on state premium list recommendations;
 - c. Advising on publicity, promotion and display arrangements;
 - d. Advising on selection and scheduling of judges and training and evaluation of judges.

Administration or organizational roles in connection with county fairs are **not appropriate** for county extension educators or program coordinators. Examples of such inappropriate roles include:

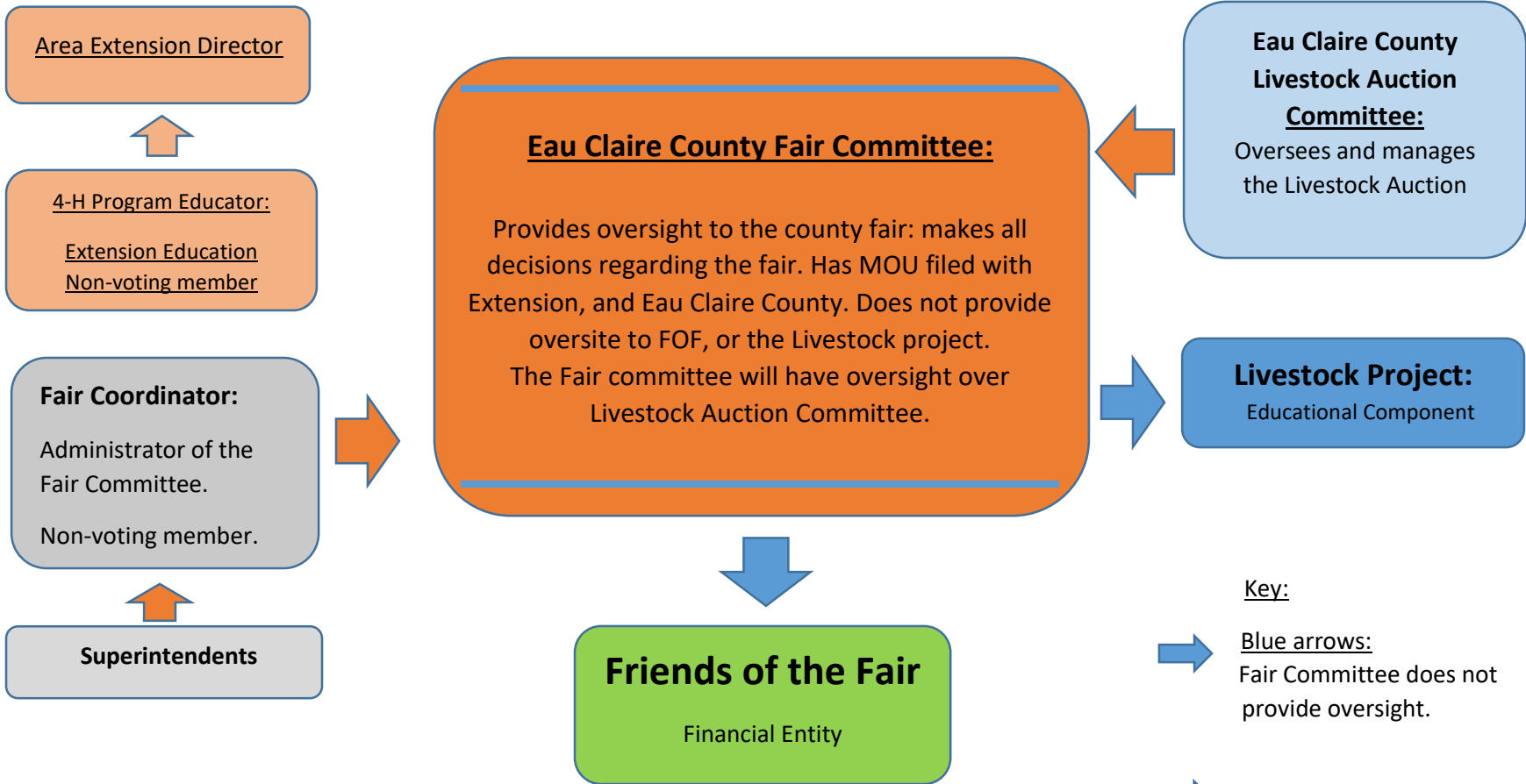
1. Serving as fair secretary or manager or superintendent
2. Serving as a voting member of the fair board
3. Booking, contracting, and/or setting up for carnivals or other non-educational entertainment
4. Scheduling or supervising the maintenance and upkeep of the fairgrounds or its buildings
5. Handling fair receipts and/or disbursements, or selling tickets at the fair
6. Employing and/or supervising paid personnel for the fair, including judges and departmental superintendents.

Specific questions regarding roles or responsibilities (and what may or may not be appropriate at each given fair) should be discussed between the Extension Educator(s), Program Coordinator(s), the Area Extension Director and the Fair Board.



Eau Claire County Fair

Group Structure



Key:



Blue arrows:
Fair Committee does not provide oversight.



Orange arrows:
Fair Committee provides oversight.

Updated 11/2/2020