

1 **WASHINGTON COUNTY EDUCATION AND CULTURE COMMITTEE**

2
3 Old Courthouse
4 West Bend, WI

November 2, 2010
2:00 p.m.

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6 Present: Marilyn H. Merten, Michael C. Bassill, Kenneth W. Brandt, Raymond W. Heidtke, and
7 Lee Krueger.

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9 Also Present: Finance Director Susan Haag, County Board Chairperson Herbert J. Tennes, 4-H
10 Youth Development Educator/Department Head Kandi O’Neil, Family Living Educator Marma
11 McIntee, Historical Society Executive Director Chip Beckford, Fair Park Executive Director Tera
12 Greenland, Fair Park Accounting Manager Debbie Hoefert, Assistant Facilities Manager Deb
13 Martz, and Deputy County Clerk Karen Rupnow.

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15 Chairperson Merten called the meeting to order and read the Affidavit of Posting.

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17 **MINUTES OF OCTOBER 5, 2010 MEETING**

18 Moved by Mr. Heidtke, seconded by Mr. Krueger to approve the minutes of October 5, 2010, as
19 presented. Motion carried.

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21 **AIS MONTHLY FINANCIAL REPORT**

22 Ms. Hoefert distributed copies of the AIS Balance Sheet and Profit & Loss vs. Budget and reviewed
23 the highlights.

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25 Moved by Mr. Bassill, seconded by Mr. Krueger to accept the AIS financial reports. Motion
26 carried.

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28 **REVIEW AIS OPERATING AGREEMENT FOR 2013 EVENTS**

29 Ms. Haag noted that the County Board approved the operating agreement with AIS last winter. The
30 agreement was changed from three years to two years and it is now at the point where they need to
31 be booking events past the time that the lease covers. The way the lease is written, AIS needs to
32 report the events that are being scheduled to the Education and Culture Committee. All deposits or
33 advance payments shall be held in escrow until the event is held.

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35 Moved by Mr. Brandt, seconded by Mr. Heidtke to authorize AIS to book events beyond 2013,
36 report the bookings to the Education and Culture Committee, and hold all deposits or advance
37 payments in a separate escrow account. Motion carried.

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39 **IMPROVEMENTS TO THE AMERICAN LEGION BUILDING**

40 Ms. Merten explained that the American Legion needs approval to extend a hood to add a deep
41 fryer. The entire cost will be covered by the American Legion and they will be responsible for all
42 permits.

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44 Moved by Mr. Krueger, seconded by Mr. Brandt to authorize the improvements to the American
45 Legion building for the extension of the hood and addition of the fryer at no expense to Washington
46 County. Motion carried.

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HISTORICAL SOCIETY QUARTERLY FINANCIAL REPORT

Mr. Beckford distributed a Budget vs. Actual report and reviewed the highlights. He will check on the questionable amounts under salaries and FICA tax and report back to the committee next month.

Mr. Bassill would like the committee to look at other historical societies and compare them to the Washington County Historical Society with the thought of making it more self sufficient. The committee will look into getting Paul Roback to facilitate the discussion at a future meeting.

HISTORICAL SOCIETY EVENTS REPORT - CHIP BECKFORD

Mr. Beckford distributed copies of the report and reviewed the highlights.

2011 WASHINGTON COUNTY 4-H PROGRAM

Ms. O'Neil discussed the 4-H Program. A list was distributed of all programs and activities that are reported to the county insurance coordinator for volunteers to be covered. There have been no changes since the 2010 report. Mr. Heidtke asked if the 4-H Trust Fund should be added to the list.

Moved by Mr. Brandt, seconded by Mr. Heidtke to approve the 2011 Washington County 4-H program, with the addition of the 4-H Trust Fund. Motion carried.

EDUCATIONAL APPEARANCE - MARMA MCINTEE - FINANCIAL EDUCATION

Ms. McIntee gave a report on one of the Money Smart programs that she teaches to individuals that request assistance.

UW EXTENSION EDUCATORS' MONTHLY REPORTS

Ms. O'Neil distributed copies of the monthly program highlights booklet and reviewed some of the details.

The UW chancellor position is vacant and one candidate for the position will be in the Washington County UW Extension office from 3:30 p.m. to 4:30 p.m. on November 8, 2010. Eastern District Director Karen Hintz will be retiring December 3, 2010. The interim director will be Matt Glewen, from Manitowoc County.

2011 EDUCATION AND CULTURE MEETING SCHEDULE

Ms. O'Neil distributed draft copies of a tentative schedule for 2011 for the Education and Culture Committee. A few adjustments were made and a new schedule will be distributed by Ms. O'Neil.

NEXT MEETING TENTATIVE DATE AND TIME

The next meeting of the Education and Culture Committee is tentatively scheduled for December 7, 2010 at 2:00 p.m., with the luncheon at 1:00 p.m., at the PAC. A visit to the local food pantry is tentatively scheduled after the meeting.

ADJOURNMENT

Ms. Merten adjourned the meeting at 3:35 p.m.