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**WASHINGTON COUNTY  
EDUCATION AND CULTURE COMMITTEE**

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Old Courthouse Museum  
West Bend, WI

November 5, 2013  
2:00 p.m.

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Present: Marilyn Merten, Raymond Heidtke, Donald Kriefall, Timothy Michalak, and Michael Parsons.

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Also Present: Finance Director/Interim Human Resources Director Susan Haag, Community Development Educator Paul Roback, 4-H Youth Development Educator Brianna Stapleton Welch, Farm Business Educator Alan Linnebur, Historical Society Executive Director Patricia Lutz, and County Clerk Assistant Gina Duck.

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Chairperson Merten called the meeting to order at 2:00 p.m. and read the Affidavit of Posting.

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**MINUTES**

Moved by Mr. Michalak, seconded by Mr. Heidtke to approve the minutes of October 1, 2013, as presented. Motion carried.

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**AIS REPORT ON ACTIVITIES AND EVENTS**

*Appearance: Executive Director Sandy Lang*

Ms. Lang reviewed the October 2013 Fair Park & Conference Center Monthly Usage Report with the Committee.

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**AGRICULTURAL & INDUSTRIAL SOCIETY FINANCIAL REPORT**

*Appearance: Accounting Manager Paul Zwack*

Mr. Zwack reviewed the Agricultural & Industrial Society financial reports through September 30, 2013.

Moved by Mr. Michalak, seconded by Mr. Parsons to accept the Agricultural & Industrial Society activity report, and financial report dated September 30, 2013. Motion carried.

**WASHINGTON COUNTY HISTORICAL SOCIETY OPERATIONS AND ACTIVITIES REPORT**

Ms. Lutz presented the Historical Society third quarter financial report, and informed the Committee of recent and upcoming projects and events.

Moved by Mr. Heidtke, seconded by Mr. Kriefall to accept the Historical Society operations and activities report. Motion carried.

**WASHINGTON COUNTY CONVENTION & VISITORS BUREAU OPERATIONS AND ACTIVITIES REPORT**

*Appearance: Executive Director Elaine Motl*

Ms. Motl distributed an example of recent advertising, and discussed recent and upcoming advertising campaigns, the Discover Wisconsin project, and membership campaign.

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2 Moved by Mr. Parsons, seconded by Mr. Kriefall to accept the Convention and Visitors Bureau  
3 operations and activities report. Motion carried.

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5 **MASTER GARDENER PROGRAM UPDATE ON GERMANTOWN COMMUNITY**  
6 **GARDEN**

7 *Appearance: Washington County Master Gardener Cindy Helt*

8 Ms. Helt reported on the history, structure, and success of the Germantown Community Garden,  
9 which operates on Historical Society land through a partnership with the Germantown Park and  
10 Recreation Department.

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12 **4-H YOUTH DEVELOPMENT PROGRAMMING VOLUNTEER LIABILITY**  
13 **COVERAGE**

14 Ms. Stapleton Welch presented a list of the activities/programs that are included in the 4-H  
15 Youth Development Programming Volunteer Liability Insurance Coverage.

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17 Moved by Mr. Michalak, seconded by Mr. Heidtke to approve the list of the activities/programs  
18 that are included in the 4-H Youth Development Programming Volunteer Liability Insurance  
19 Coverage. Motion carried.

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21 **DISCUSSION OF TIMELINE OF FINANCE COMMITTEE REQUEST FOR 4-H**  
22 **YOUTH DEVELOPMENT MEMBERSHIP FEE STRUCTURE RESEARCH**

23 Mr. Roback reviewed the timeline for the 4-H Youth Development Membership Fee Structure  
24 research that was requested by the Finance Committee, which proposes a report and discussion  
25 in March, 2014, with the Finance Committee.

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27 Moved by Mr. Michalak, seconded by Mr. Parsons to tentatively approve the timeline for the  
28 4-H Youth Development Membership Fee Structure research as presented. Motion carried.

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30 **UW EXTENSION EDUCATORS' MONTHLY REPORTS**

31 Mr. Roback reported on the 'Program Highlights' of November 2013, reviewing recent programs  
32 and events in the areas of Community Development, Agriculture/Agribusiness, Family Living, 4-  
33 H Youth Development, and Nutrition Education.

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35 Moved by Mr. Heidtke, seconded by Mr. Parsons to accept the UW Extension Educators'  
36 monthly report. Motion carried.

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38 **EDUCATION AND CULTURE COMMITTEE MEETING DATES FOR 2014**

39 Mr. Roback presented an updated draft of the 2014 Education and Culture Committee meeting  
40 schedule. The Committee agreed to change the date of the April 2014 meeting to April 1, and  
41 the location of the August 5, 2014 meeting to the Old Courthouse Museum.

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43 **NEXT MEETING DATES AND TIMES**

44 The Education and Culture Committee is tentatively scheduled to meet on Tuesday, December 3,  
45 2013, at the Public Agency Center, with a luncheon at 1:00 p.m. in Rooms 1113 A & B, and the  
46 meeting at 2:00 p.m. in Room 3224.

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**ADJOURNMENT**

Ms. Merten adjourned the meeting at 3:50 p.m.

Brenda J. Jaszewski, County Clerk