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2 **WASHINGTON COUNTY**  
3 **EDUCATION AND CULTURE COMMITTEE**

4 Fair Park  
5 West Bend, WI

March 5, 2013  
2:00 p.m.

6  
7 Present: Marilyn Merten, Raymond Heidtke, Donald Kriefall, Timothy Michalak (arrived at  
8 2:07 p.m.) and Michael Parsons (arrived at 2:07 p.m.).

9  
10 Also Present: Finance Director Susan Haag, UWEX Community Development Educator Paul  
11 Roback, Fair Park Executive Director Sandy Lang, Fair Park Accounting Supervisor Paul  
12 Zwack, Assistant Facilities Manager Deb Martz, and Deputy County Clerk Linda Doro.

13  
14 Chairperson Merten called the meeting to order at 2:00 p.m. and read the Affidavit of Posting.

15  
16 **MINUTES**

17 Moved by Mr. Heidtke, seconded by Mr. Kriefall to approve the minutes of February 5, 2013, as  
18 presented. Motion carried.

19  
20 **OUT OF STATE TRAVEL**

21 *Appearance: 4-H Youth Development Educator Brianna Stapleton Welch*

22 Moved by Mr. Kriefall, seconded by Mr. Heidtke to approve the out of state travel for Ms.  
23 Stapleton Welch to attend the National Urban Extension Conference in Overland Park, Kansas  
24 on May 7-9, 2013, at no cost to the County. Motion carried.

25  
26 **OUT OF STATE TRAVEL**

27 Moved by Mr. Kriefall, seconded by Ms. Merten to approve the out of state travel for Mr.  
28 Heidtke to attend the Public Issues Leadership Development (PILD) Workshop in Alexandria,  
29 Virginia on April 21-24, 2013, at no cost to the County. Motion carried.

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31 **WISCONSIN ASSOCIATED COUNTY EXTENSION COMMITTEE (WACEC)**  
32 **CONFERENCE**

33 Mr. Roback reported Mr. Heidtke will be attending the Wisconsin Associated County Extension  
34 Committees (WACEC) conference in Madison on June 25-26, 2013. Also, UW-Extension is  
35 putting together a 4-H youth delegation to attend the conference.

36  
37 Mr. Michalak and Mr. Parsons arrived at 2:07 p.m.

38  
39 **FAIR PARK CAPITAL IMPROVEMENT - NON-LAPSING ACCOUNT**

40 Moved by Mr. Heidtke, seconded by Mr. Kriefall to approve the non-lapse of the balance of the  
41 2012 Fair Grounds Capital account to 2013. Motion carried with Mr. Michalak voting no.

42  
43 **2012 RESOLUTION - PRE-FAIR EXPENSES LINE OF CREDIT**

44 Moved by Mr. Kriefall, seconded by Mr. Heidtke approve the AIS request for an advance of  
45 \$250,000 for a Line of Credit for 2013 Washington County Fair Pre-Fair Expenses, and forward  
46 to the Finance Committee and the County Board. Motion carried.

47  
48 **2012 RESOLUTION - CHANGE FUND FOR 2013 COUNTY FAIR**

49 Moved by Mr. Michalak, seconded by Mr. Parsons to approve the AIS request for \$200,000  
50 Change Fund for the 2013 Washington County Fair, and forward to the Finance Committee and  
51 the County Board. Motion carried.

**1 AIS ACTIVITY REPORT**

2 Ms. Lang distributed an activity report for years 2011 and 2012.  
3

**4 AIS FINANCIAL REPORT**

5 Ms. Lang distributed and discussed the unaudited AIS financial report January 1, 2012, through  
6 December 31, 2012. Moved by Mr. Michalak, seconded by Mr. Heidtke to accept the unaudited  
7 AIS financial report dated January 1, 2012, through December 31, 2012 as presented. Motion  
8 carried.  
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**10 COMMUNITY DEVELOPMENT PROGRAM UPDATES**

11 Mr. Roback gave a report on the demographic changes to the population of Washington County  
12 comparing year 2000 to year 2010. Moved by Mr. Michalak, seconded by Mr. Parsons to accept  
13 the report. Motion carried.  
14

15 Mr. Kriefall was excused at 3:30 p.m.  
16

**17 UWEX EDUCATORS' MONTHLY REPORTS**

18 Mr. Roback distributed and discussed 'Program Highlights' of March 2013, reviewing recent  
19 programs and events in the areas of Community Development, Agriculture/Agribusiness, Family  
20 Living, 4-H Youth Development, and Nutrition Education.  
21

**22 CONVENTION VISITORS BUREAU (CVB) QUARTERLY FINANCIAL AND  
23 ACTIVITY REPORT**

24 *Appearance: Convention and Visitors Bureau (CVB) Director Elaine Motl*

25 Ms. Motl presented the distribution locations of the Convention Visitors guide and presented an  
26 update on the CVB 2013 Marketing Plan. Ms. Motl reported she will be attending the  
27 Governor's conference on Tourism March 17-19, 2013, and the Washington County CVB annual  
28 meeting is scheduled for 5:00 p.m. on April 10, 2013 at Fair Park. Moved by Mr. Michalak,  
29 seconded by Mr. Heidtke to accept the CVB reports. Motion carried.  
30

**31 HISTORICAL SOCIETY FINANCIAL AND ACTIVITY REPORT**

32 *Appearance: Historical Society Executive Director Patricia Lutz*

33 Ms. Lutz distributed and discussed the unaudited Historical Society financial report dated  
34 January 1, 2012, through December 31, 2012, and presented 2013 upcoming events sponsored by  
35 the Historical Society. Moved by Mr. Heidtke, seconded by Mr. Parsons to accept the unaudited  
36 Historical Society financial report dated January 1, 2012, through December 31, 2012, and  
37 activity report. Motion carried.  
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**39 NEXT MEETING DATES AND TIMES**

40 The Education and Culture Committee is tentatively scheduled to meet on Tuesday, April 2,  
41 2013, at 2:00 p.m. at the West Bend Company/Regal Ware Museum.  
42

**43 ADJOURNMENT**

44 Ms. Merten adjourned the meeting at 4:06 p.m.  
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47

48 Brenda J. Jaszewski, County Clerk