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**WASHINGTON COUNTY  
EDUCATION AND CULTURE COMMITTEE**

Fair Park  
West Bend, WI

June 12, 2012  
2:00 p.m.

Present: Marilyn H. Merten, Raymond W. Heidtke, Donald A. Kriefall, Timothy C. Michalak,  
and Michael J. Parsons.

Also Present: County Board Chairperson Herbert J. Tennes, County Clerk Brenda Jaszewski,  
UWEX Community Development Educator Paul Roback, Fair Park Executive Director Tera  
Greenland, Fair Park Accounting Manager Paul Zwack, Facilities Manager Dave Loomans,  
Assistant Facilities Manager Deb Martz, Historical Society Executive Director Patricia Lutz,  
Supervisor Robert Milich, and County Clerk Assistant Gina Duck.

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

**MINUTES**

One correction was noted on Page 1, Line 26 of the May 1, 2012, minutes: ...Mr. Heidtke as  
**Vice-Chairperson**. Moved by Mr. Michalak, seconded by Mr. Heidtke to approve the minutes of  
May 1, 2012, as corrected. Motion carried.

**EDUCATIONAL APPEARANCE**

*Appearance: UWEX Nutrition Education Coordinator Renee Vertin*

Ms. Vertin shared a power point presentation on the Wisconsin Nutrition Education Program,  
covering aspects of its history, structure, funding, demographics assisted, and community ties.

**WISCONSIN NUTRITION EDUCATION PROGRAM ANNUAL AGREEMENT**

*Appearance: UWEX Nutrition Education Coordinator Renee Vertin*

Ms. Vertin requested approval of the Wisconsin Nutrition Education Program (WNEP)  
Washington County Agreement Letter - Fiscal Year 2013.

Moved by Mr. Michalak, seconded by Mr. Heidtke to approve the Wisconsin Nutrition  
Education Program (WNEP) Fiscal Year 2013 Washington County Annual Agreement as  
presented. Motion carried.

**FAMILY LIVING EDUCATOR UPDATE**

Mr. Roback shared that Marma McIntee will retire on July 3, 2012. A visioning session and  
solicitation for applications have been completed; applications for the Family Living Educator  
position are due today. Preliminary candidates will be interviewed on July 16, 2012. Final  
interviews with the Education and Culture Committee members will be held on July 31, 2012 at  
1:00 p.m. in room 1023 of the Public Agency Center.

**UW-EXTENSION EDUCATORS' MONTHLY REPORT**

Mr. Roback distributed and reviewed "Program Highlights" of June 2012. Program areas  
addressed include agriculture/agribusiness, family living education, 4-H youth development,

1 nutrition education, and community development. New 4-H Youth Development Educator  
2 Brianna Stapleton Welch began employment with the department on June 1<sup>st</sup> and will meet the  
3 Committee at the July 3, 2012 Education and Culture meeting.

4  
5 **WISCONSIN ASSOCIATED COUNTY EXTENSION COMMITTEES (WACEC)**  
6 **CONFERENCE**

7 Mr. Roback reminded the Committee that the Wisconsin Associated County Extension  
8 Committees Conference will be held on June 25 and 26, 2012 at the Tundra Lodge Resort and  
9 Conference Center in Green Bay, with presentations on June 26, 2012 featuring the most  
10 important content.

11  
12 **UPDATE ON ZIEGLER FAMILY EXPOSITION CENTER ROOF PROJECT**

13 Ms. Merten reported on Scott Schmidt's behalf that the site plan for the cupolas was approved by  
14 the Town of Polk Plan Commission, and final detailed plans will need to be provided to the  
15 Town of Polk building inspector and Scott Schmidt for review and approval. Project timeline,  
16 design, and vendor coordination with AIS were also discussed.

17  
18 **2013-2018 FAIR PARK CAPITAL IMPROVEMENT PLAN**

19 Mr. Loomans distributed and reviewed the 2013-2018 Fair Park Capital Improvement Plan,  
20 using a grounds map, indicating projects labeled by year of intended completion, to explain the  
21 plan. Planned 2012 improvements were also discussed.

22  
23 Moved by Mr. Michalak, seconded by Mr. Kriefall to approve the 2013-2018 Fair Park Capital  
24 Improvement Plan as presented and forward to Administration. Motion carried.

25  
26 **AIS FINANCIAL REPORT**

27 Ms. Greenland distributed and discussed the AIS financial reports through April 30, 2012,  
28 including a balance sheet, profit and loss statement (budget vs. actual), profit and loss statement  
29 (previous year comparison), and a budget category breakdown.

30  
31 Moved by Mr. Heidtke, seconded by Mr. Kriefall to accept the AIS financial reports through  
32 April 30, 2012 as presented. Motion carried.

33  
34 **AIS REPORT ON OPERATIONS AND ACTIVITIES AT FAIR PARK**

35 Ms. Greenland provided an update on recent news and activities at Fair Park, including her  
36 recent resignation, and ongoing preparations for the County Fair. Volunteers for the County Fair  
37 are welcomed and appreciated.

38  
39 **ORDINANCE TO CORRECT CODE FOR DATE OF LEASE AGREEMENT BETWEEN**  
40 **AIS AND WASHINGTON COUNTY**

41 The Committee reviewed the language in the draft ordinance and discussed the Committee's  
42 responsibilities outlined in the document.

43  
44 Moved by Mr. Michalak, seconded by Mr. Parsons to postpone discussion on the ordinance until  
45 the July 3, 2012 Education and Culture Committee meeting. Motion carried with Ms. Merten  
46 voting no.

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

Ms. Lutz distributed and reviewed the July 2012 ‘Court Reporter’ newsletter and financial profit and loss statement through May 31, 2012. Topics of discussion included the upcoming donation of the Zinn dollhouse from the Wisconsin Museum of Art, recent 50<sup>th</sup> anniversary courthouse and Memorial Day celebrations, the success of the home brew contest, pending donations, facility improvements, and upcoming events.

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

**NEXT MEETING DATES AND TIMES**

The Education and Culture Committee is tentatively scheduled to meet on Tuesday, July 3, 2012, at 2:00 p.m. in Room 3224 of the Public Agency Center.

**ADJOURNMENT**

Ms. Merten adjourned the meeting at 4:00 p.m.

Brenda J. Jaszewski, County Clerk