



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 01/23/2026

Amended Post Date:

The following documents are included in the packet for the Future Fairgrounds AdHoc Committee Meeting on January 28, 2026:

- 1) Agenda
- 2) Minutes for approval: 09/30/2025
- 3) Business plan template



GREEN LAKE COUNTY OFFICE OF THE COUNTY CLERK

Elizabeth Otto
County Clerk

Office: 920-294-4005
FAX: 920-294-4009

Future Fairgrounds AdHoc Committee Meeting Notice

***Date: Wednesday, January 28, 2026 Time: 4:30 PM
The Green Lake County Government Center, County Board Room
571 County Road A, Green Lake WI***

AGENDA

Committee Members

*Nancy Hoffmann,
Chair
Helcia Bierman
Joe Hollatz
Tristan Jenkins
Zach Knoke
VACANT
Stacy Graff
Emily Strahota, Vice
Chair*

*Karissa Block,
Secretary*

Virtual attendance at meetings is optional. If technical difficulties arise, there may be instances when remote access may be compromised. If there is a quorum attending in person, the meeting will proceed as scheduled.

This agenda gives notice of a meeting of the Future Fairground Committee. It is possible that individual members of other governing bodies of Green Lake County government may attend this meeting for informative purposes. Members of the Green Lake County Board of Supervisors or its committees may be present for informative purposes but will not take any formal action. A majority or a negative quorum of the members of the Green Lake County Board of Supervisors and/or any of its committees may be present at this meeting. See State ex rel. Badke v. Vill. Bd. of Vill. of Greendale, 173 Wis.2d 553, 578, 494 N.W. 2d 408 (1993).

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Public Comment (3 minute limit)
5. Approve Minutes: 09/30/2025
6. Introduction of new Fair Coordinator Grace Brown
7. Discussion and possible action regarding business development plan
8. Timeline going forward
9. Committee Discussion
10. Future Meeting Dates: TBD
11. Future Agenda items for action & discussion
12. Adjourn

Microsoft Teams meeting

Join: <https://teams.microsoft.com/meet/28678729685621?p=wK9pJb8VrgscXH06Y8>

Meeting ID: 286 787 296 856 21

Passcode: Ji7QN62G

[Need help?](#) | [System reference](#)

Dial in by phone

[+1 920-515-0745,33844268#](#) United States, Appleton

[Find a local number](#)

Phone conference ID: 338 442 68#

For organizers: [Meeting options](#) | [Reset dial-in PIN](#)

Please accept at your earliest convenience. Thank you!

[Org help](#) | [Privacy and security](#)

Kindly arrange to be present, if unable to do so, please notify our office.
Elizabeth Otto, County Clerk

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date of the meeting.

ADHOC FUTURE FAIRGROUNDS COMMITTEE
September 30, 2025

The meeting of the AdHoc Future Fairgrounds Committee was called to order by Chair Nancy Hoffmann at 3:00 pm on Tuesday, September 30, 2025 in the County Board Room at the Government Center, Green Lake, WI in person and via remote access. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

Present: Nancy Hoffmann
Helcia Bierman
Stacy Graff
Joe Hollatz
Zach Knoke
Tristan Jenkins (remote)
Emily Strahota (remote – 3:13)

Absent:

Others Present: Liz Otto, County Clerk; Jason Jerome, Interim County Manager; Jeff Mann, Corporation Counsel

APPROVAL OF MINUTES

Motion/second (Bierman/Hollatz) to approve minutes of 08/25/2025. Motion carried with no negative vote.

PUBLIC COMMENT

David Affeldt, Hwy B, stated he has 58 acres of land that he would like to sell to the county for a future fairgrounds location. He stated the land is centrally located and could generate more revenue for other events as well.

DISCUSSION ON RESOLUTION FOR THE CONVERSION TO A 501(C)(3) STATUS

Chair Hoffmann stated she presented this to the Administrative Committee. The goal at this point is not to separate from the county but to set up an entity for donation purposes and to provide oversight and partial authority for minor changes and improvements to the fair without having to consult with multiple committees. Discussion held on developing a resolution outlining the creation of a 501(C)(3) staffed by volunteers with the ability to accept donations for fair purposes only. The resolution should state that this is a 5 year plan. Corporation Counsel Jeff Mann will create the resolution and bring it back to this committee upon completion for review. Chair Hoffmann will contact Karl Green of UW-Extension regarding next steps.

COMMITTEE DISCUSSION

Future Meeting Date: TBD

Future Agenda Items: 2025 Fair revenues and expenses

ADJOURNMENT

Chair Hoffmann adjourned the meeting at 3:29 pm.

Submitted by,

Liz Otto
County Clerk

ONE PAGE BUSINESS PLAN FOR NONPROFIT ORGANIZATIONS

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ORGANIZATIONAL OVERVIEW

OUR VISION	
OUR MISSION	
OUR PURPOSE	

WHAT WE DO AND WHY WE DO IT

WHO WE SERVE	
THE PROBLEM WE ARE SOLVING	
WHAT WE OFFER	
HOW THE COMMUNITY BENEFITS	

MARKETING PLAN

MARKETING ACTIVITY	EXPECTED OUTCOME	PROJECTED COST

KEY OBJECTIVES AND SUCCESS METRICS

OBJECTIVES WE PLAN TO ACHIEVE IN A GIVEN TIMEFRAME AND HOW THEY WILL BE MEASURED

1	
2	
3	
4	
5	

FINANCIAL PLAN

CURRENT FINANCIAL STATUS	3-5 YEAR PROJECTION

FINANCIAL PLAN

FUNDRAISING METHOD	GOAL	USE OF FUNDS

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