



BOARD OF SUPERVISORS County of Dane

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September 20, 2016

MEMORANDUM

TO: Personnel and Finance Committee
Meg Krohn, Deputy Controller

FROM: Karin Peterson Thurlow
Chief of Staff

SUBJECT: Purchase of Food

Local officials and musicians from Dane County's sister county of Kassel, Germany will attend the County Board meeting on October 6th, which is German-American Friendship Day. Harald Kuhlborn, the Director of Kassel's Office of Culture and International Cooperation, will make a presentation at the full County Board meeting. The Edgar Knecht Jazz Trio from Kassel will be performing throughout Dane County the week of October 1st as part of the cultural exchange which has become a hallmark of the sister county partnership.

The County Board would like to hold a brief reception prior to the board meeting on October 6th. Members of the County Board, department heads, and members of the Cultural Affairs Commission will be invited to the Trio's performances, the Board presentation, and to the reception. We would like to provide light appetizers for the reception, not to exceed a cost of \$100.

By way of this memo, I am requesting approval of an exception to Chapter 20 to allow the provision of food within Dane County to county officials and staff in connection with this reception.

Please let me know if you need additional information.

