

**EVENTS COMMITTEE MEETING
JOINT MEETING WITH CHAMBER OF COMMERCE
JULY 19, 2011 – 5:00 P.M.**

Chairman Logan called the meeting to order at 5:00 p.m. Committee members present: Scott Logan, Lori Moller, Wanda Marzahl, Bill Clow, Mark Lancaster, Barb Rowe and Mike Vest. Members Darrell Perkins and Jay Schultz were absent. Also present were Sandy Nolan, Vicki Schulz, Kim McFarlin, Joe Miller, Courtney Bluhm and Dick Lind.

TRI COUNTY PRO RODEO JULY 30-31, 2011 - SUB-COMMITTEE REPORTS

Sponsors (Crystal Musgrove, Wanda Marzahl, Mark Lancaster)

Sponsorship levels:

Presenting Sponsor (1 @ \$5,000) – Harvard Chevy-Buick-GMC

Grand Champion (1 @ \$3,500) – Mercy Health System

Performance (2 @ \$2,500) – Behr Recycling

Event Partners (7 @ \$1,000) – Hometown Landscaping

Chute Gate (6 @ \$750) – Adams Collision, Harvard Ford, Logan Actuator, Sign Crafters, Brown Bear Daycare

Kids (2 @ \$500) – Wal Mart, The Grove, Lehde Insurance Agency and Saunders & McFarlin

- Mark noted that the cost for the one chute gate sponsor was dropped to \$500 but there haven't been any takers. The cost is lower because the sponsor won't receive all the advertising. One of the volunteers, Joe Miller, would be willing to take one half of the chute gate banner at \$250 or \$300 and split the cost with another business. Suggestions were Kip and Deb's in Sharon and other businesses on Ayer St. Courtney will contact Kip and Deb's to see if they would be interested in ½ of a Chute Gate sponsorship.
- Courtney related that the Poor House in Sharon might be interested in a sponsorship next year.
- Crystal and Barb will present Martin Figueroa, Harvard Chevy with a plaque that was donated by D & K Laser during the rodeo right after the national anthem.

Vendors (Lori Moller, Vicki Schulz, Sandy Nolan, Chuck Marzahl, Vicki Schulz, Scott Logan, Jay Schulz)

Kountry Kettle Corn

Twin Garden Farms

Avon

La Rosita Super Market

Richmond Don n Suds

Rocky's Hot Dogs & More

Sunshine Farms (Pony rides)

D & K Laser Enterprises

3-T Mechanical Bulls

Chiro One Wellness Center

A Touch of Bling

M & M Concession

Devcon Security

- Rocky's hasn't sent in their contract yet and have been given until Wednesday, June 20th to let us know if they are going to participate as a vendor. If not, they will be removed from vendor list in the Souvenir Program.
- Touch of Bling will be mailing in their contract this week.
- M & M Concessions have inquired about room for their camper; Mark noted there is room on the north side of the access road. Lori will contact them to make sure they realize that the park isn't a camp ground with amenities. Campgrounds are available at Marengo Ridge and KOA in Union.
- Vendor areas will be marked with spray paint and locate flags on Friday morning, July 29th

Advertising (Crystal Musgrove, Scott Logan, Mark Lancaster (Jay Schulz will help to coordinate)

- Mark played the radio ad for 98.5 which will air Monday, July 25th thru Sunday, July 31st. The station gave away tickets throughout the weekend and will be giving away tickets during their morning show throughout the week.
- Crystal has left a message with S & P Photo to see if they would be interested in taking pictures for the rodeo and will hand out their website information to purchase pictures online.
- Kris Gray who is a photojournalist with the online gazette, The Welles Park Bulldog, has covered other Big Hat rodeos and has requested a media pass to cover the rodeo. The consensus was to deny the request.

- Bill Clow will invite local media: Harvard Main Line, Northwest Herald and Chicago Tribune. Either tickets or media passes will be made available.
- There are still some signs that need to be put out.
- Arena sponsor signs are available at a cost of \$100
- The sticker type ad will be on the front page of the Northwest Herald on Sunday, July 24th in both Zones 1 and 4 at a cost of \$65/1000 stickers. All ayes. Motion carried.

Kids Program (Kim McFarlin, Bill Clow, Scott Striegel)

- The Kid's Program will be moved to the center of the concession area so the picnic tables can be used throughout the day for general seating. Kim thought 10-12 tables would be sufficient.
- Mark brought out six bales of straw to use if needed.
- Kim, Courtney and Lori will accompany Big Hat Rodeo who is coming out with cowboys/cowgirls on July 27th for a kids' program. Itinerary is 9:30 a.m. at Sharon Library, 10:30 a.m. at Trinity Lutheran Church, 11:30 a.m. at Harvard Library, 12:30 p.m. at Brown Bear Daycare, 1 p.m. lunch, and going to Harvard Ford, Harvard Chevy, Harvard Retirement Home and Mercy Harvard Home Care Center in the afternoon.
- Crystal and Courtney are working on getting 100 more yard sticks.

Liquor (Mayor Nolan, Darrel Perkins, Scott Logan, Andy Wells, Chief Kazy-Garey, Mark Lancaster, Greg Bontz)

- Everything is set for the beer tent; we will be selling beer, wine coolers and water.

Grounds (Scott Logan-Chair, Darrell Perkins, Mark Lancaster, Mayor Nolan, Bob Burkart, Chief Kazy Garey)

- The entrance has been changed from two entrances back to a single entrance in the middle which will require less manpower.
- Mark has confirmed with Bleachers on the Move for delivery of the mobile bleachers on July 29th at 9 a.m.
- Mark related that we still need three trailers as we were not able to get them through Twin Garden Farms.
- D & K Laser has designed a stamp with our logo; cost for the stamp itself is \$3 each. Lori will order six of the stamps and will mount on wooden spools and get two different colors of ink, one for each day.
- Mark volunteered to pick up the ticket trailer and will contact Pat Skinner about when and where to pick it up; Skinner Amusements will be added to the thank you list in the Souvenir Program.
- Scott will confirm with Lenora when the ten light towers will be delivered.
- Volunteers will be needed for set up Friday morning.
- Scott related that Mobile Lift has a fork lift that we can use; we just have to pay for the fuel.

Parking (Jim Olson, Joe Miller, Dr. Crosby, Crystal Musgrove, Bob Burkart)

- Dr. Crosby related that everything is set for parking.
- Mark will pick up the parking signs up in Hebron.

Dance (Mark Lancaster)

- Mark talked with First Place Promotions who found a company to order 500 bracelets with our rodeo logo at a cost of .14 each plus shipping and handling.
- The Milk Day stage will be located on the northeast side of the arena and will be used as the band stage, announcers stage and the registration area for the riders.

Miscellaneous

- A signup sheet for volunteers was passed around for various areas for each day.
- County Line will sing the national anthem on Saturday night and Annie Roray will sing on Sunday.
- After discussion, moved by Bill Clow, seconded by Wanda Marzahl for the Events Committee to purchase a 10 x 10 pop up canopy tent at a cost not to exceed \$500. All ayes. Motion carried. Lori will purchase the tent at Tractor Supply on the City's account and Courtney will pick it up.
- Barb, Scott, Crystal and Lori will be at Harvard Farmer's Market to sell tickets at the community booth on Saturday, August 23rd. One of the activities that Farmer's Market scheduled that day is to have Jason Chupich from the school to teach kids how to rope.

At 6:30 p.m., moved by Scott Logan, seconded by Wanda Marzahl to adjourn the meeting. All ayes. Motion carried.

The next meeting is July 26th, 2011, at 5 p.m.

Submitted by:
Lori Moller, Secretary