

EVENTS COMMITTEE MEETING
FEBRUARY 19, 2013 – 5:00 P.M.

Chairman Logan called the meeting to order at 5:05 p.m. Committee members present: Scott Logan, Lori Moller, Wanda Marzahl, Bill Clow, Laura Evers and Jay Schulz. Members Amy Bittner, Mark Lancaster, Stephanie Freimund, Tammy Herrera and Barb Rowe were absent. Also present were Amy Stech and Pastor Jim Bell from the First United Methodist Church.

AUDIENCE PARTICIPATION: NONE

MINUTES OF JANUARY 15th, 2013 – APPROVED

Moved by Wanda Marzahl, seconded by Bill Clow to approve the Events Committee Meeting Minutes of January 15th, 2013, as presented. All ayes. Motion carried.

TREASURER'S REPORT

Wanda reviewed the Treasurer's Report showing a cash on hand balance of \$9,129.33. It was noted that the rodeo revenue balance was incorrect and should be \$919.48; also the 2013 rodeo expenses should be separate and not included under the Rodeo 2012 report. Wanda will correct for next month's report. Moved by Bill Clow, seconded by Laura Evers to accept the report with corrections as noted. All ayes. Motion carried.

The 2011 rodeo profit - \$3,906.00

The 2012 rodeo profit - \$3,019.48

The Committee discussed using the profits from the rodeo in the future for grandstands at Milky Way Park. It was noted that kits are available that would be less expensive than purchasing actual bleachers. Bill Clow suggested looking into having the school building and trades class build them.

COMMUNITY MOVIE NIGHT

Upcoming movie nights are:

March 9 th	<i>Wreck It Ralph</i>
April	Date and movie to be determined.
May	No movie

EASTER EGG HUNT

Amy Stech and Pastor Jim Bell noted that the Methodist Church has agreed to host an Easter Egg Hunt which will be held outside, weather permitting, on Saturday, March 16th at their church and asked if the Events Committee would consider donating the plastic eggs left from last year. Also if the church could use the inflatable bunny and the Easter cut outs for photos. The Women for Harvard will have their event the same day but will be at the library. Moved by Bill Clow, seconded by Laura Evers to donate the leftover eggs and other supplies to the 1st United Methodist Church and to allow the church use of the inflatable bunny and cutouts. Lori will double check with Crystal at the Chamber to make sure she is alright with the church using the cutouts. All ayes. Motion carried. Amy noted that the event is free and open to the public.

Amy asked if the Events Committee would help with the advertising by printing the event on the back of the movie night flyer. After further discussion, it was moved by Jay Schulz, seconded by Bill Clow that the Events Committee be a sponsor of the event. All ayes. Motion carried. A two sided flyer will be run for movie night/Easter Egg Hunt.

TRI COUNTY PRO RODEO – JULY 26th & 27th

- Chairman Logan reported that Amy has stepped down as grounds chair which will now be handled by Mark.
- The Events Committee reviewed the preliminary budget. The Rodeo Committee recommends that we discontinue the souvenir program and use rack cards instead (single panel glossy brochure). Lenora had a sample at the last Rodeo Comm meeting and thought the cost for 5,000 would be under \$300; the Rodeo Committee discussed asking Jon Pagles, JPDesign for a quote.
- Mark is working to have a band perform for two nights.
- Lori noted changes that were made to the sponsorship contracts which include removing language for the souvenir program and providing a flag for sponsors that might not have one and inquired if we needed to bring back the contracts for committee approval; the general consensus was that formal approval was not needed to proceed with the sponsor contracts.
- Scott reported that the grounds committee would like to consider moving the beer tent under the overhang of the dairy barn. It would have the advantage of allowing to set up and close down faster, would bring people in amongst all the vendors and would put the band closer to the beer tent. Scott suggested that if the beer tent

were moved to that location, the Events Committee would not sell water. Bill thought there might be a regulation that requires offering a non-alcoholic option. The committee discussed having a couple cases of water on hand and charging \$2 for a bottle of water. Lori noted the Vendor Committee's concern that relocating the beer tent might physically displace vendors which are run in front of the dairy barn with an alley to the rear for traffic. Bill noted we also want to be conscious of not having so much attention to the beer tent that customers don't see the other vendors.

- Scott reported that he has contacted a couple of professional bartenders about helping in the beer tent and indicated that he plans on letting them keep their tips. Bill reported this was discussed at the Chamber meeting and they are strongly opposed as it hasn't been done in the past and the fact that other rodeo volunteers don't get paid. The committee discussed that we don't necessarily need professional bartenders and in the past, it wasn't hard to get volunteers to work in the beer tent.
- Bill Clow addressed the committee in his role as mediator with respect to the rodeo facebook page and website and reported that the Chamber would like ownership of both transferred to either the City or Chamber as was discussed at the previous joint meeting and noted there have been occasions where the Chamber has been unable to access and add content. Chairman Logan reported he hasn't received payment yet for the renewal of the rodeo website and related his conversation with Administrator Nelson who said City Hall was told not to pay the bill, after which Scott pulled all content off the rodeo website and the Chamber was removed as having access. Moved by Jay Schulz, seconded by Bill Clow that the Events Committee pay Logan Actuator for the renewal of the website in the amount of \$119.40. All ayes (Chairman Logan did not vote). Motion carried. Chairman Logan indicated he would not renew the domain when it expires unless so directed in writing by both the Chamber and the Events Committee and recommended that anything pertaining to the website be done in writing. The Committee discussed transferring the domain registration from an individual to either the Chamber or the City. Another option would be to use either the City or Chamber's existing website that could link to a subweb for the rodeo. Moved by Wanda Marzahl, seconded by Jay Schulz that the Events Committee recommends that the domain registration for the rodeo website be transferred to the City of Harvard with access as the Rodeo Committee deems appropriate. All ayes. Motion carried. Bill will share the Events Committee's discussion and recommendation to the Chamber to see if they would be in agreement.
- Jay noted that the preliminary budget doesn't include advertising in the Main Line and said he would be willing to make a recommendation to John Trione about being an in-kind sponsor for ads in the Main Line and/or Independent in exchange for a chute gate or other sponsorship. The general consensus was that it would be a good idea.

OTHER EVENTS

Volunteers are needed for two benefits that are being organized for Barb Rowe to help during the events and to get donations.

- Saturday, March 16th – Spaghetti Dinner at the Moose
- Saturday, March 23rd – Meet Raffle at Bopp's

Moved by Bill Clow, seconded by Jay Schulz to execute the contract with Gifts N Things for the 2013 Christmas in Harvard Gift Shoppe so that we can get the discount. All ayes. Motion carried.

At 6:15 p.m., moved by Bill Clow, seconded by Wanda Marzahl to adjourn the meeting. All ayes. Motion carried.

Submitted by:
Lori Moller, Secretary