

**EVENTS COMMITTEE MEETING**  
**August 18, 2015 - 5 pm**

**FALL FEST - SATURDAY OCTOBER 3<sup>rd</sup>, 2015 from 10 am - 2 pm**

Dave Nelson updated the Committee on Fall Fest arrangements:

- Entertainment - Dave has asked Harvard Community Radio Station to set up a live feed with speakers to do broadcast their show.
- Games - Sheila Henson will be our main sponsor at \$1,000 and will also head up the games.
- Petting Zoo - Mayor Nolan will sponsor \$100 for the petting zoo. Dawn will confirm whether or not 4H will participate at their September meeting.
- Jay's Lanes - Dave is working with Jay Schulz to sponsor \$100 for a bowling type game.
- Mike Clingingsmith, Parks & Rec Director, will set up to promote the Parks & Rec Basketball program.
- Lori has e-mailed vendor applications.
- Chuck will work on the raffle application and tickets with Lori.
- Dave and Wanda are working on the flyer. Wanda will get prices from the Boone County Journal. Discussed having something in the Main Line in September and October. Steph thought that either Tammy or Jane have the yard signs. Mark noted he got a business card from an independent writer who was at the Mud Volleyball Tournament who writes articles about small town events.
- Stephanie proposed an activity for Fall Fest that she saw at the Boone County Fair called Knockerball where people get inside a "balloon ball". The operator is out of Rockford and is interested in being a vendor at Fall Fest. He has his own insurance and would require a grassy area for participants; he charges \$5 per person.
- June Vickery stated that Women for Harvard would like to participate in Fall Fest with a Pet Costume Parade/Contest to be held at noon. June will ask Women For Harvard if they would like Wanda to contact Pedigree Ovens to see if they would be interested in sponsoring the event and give pet treats as prizes.

Chairman Marzahl called the meeting to order at 5:30 p.m. Committee members present: Chuck Marzahl, Wanda Marzahl, Stephanie Freimund, Tammy Herrera and Mark Lancaster. Committee members Bill Clow, Tammy Herrera and Lori Moller were absent. Also present were Alderman Mike Kelly, June Vickery and Dawn and Cheyanne Bihlmaier.

**PUBLIC COMMENT: NONE**

**MINUTES OF JULY 21<sup>st</sup>, 2015 – APPROVED**

It was moved by Wanda Marzahl, seconded by Stephanie Freimund to approve the Events Committee Meeting Minutes of July 21<sup>st</sup>, 2015. All ayes. Motion carried.

**TREASURER'S REPORT**

Wanda reviewed the Treasurer's Report with an ending balance of \$1,483.73.

**COMMUNITY MOVIE NIGHT**

Chairman Marzahl indicated that the Radio Station is gearing up to start movie night up in September; proceeds are being used to create an Esther Blodgett Scholarship.

**HARVARD COMMUNITY EDUCATION FOUNDATION BLACK AND GOLD BALL DONATION REQUEST**

Chairman Marzahl reviewed correspondence received from Harvard Community Education Foundation Black and Gold Ball solicitation request. Mike Kelly noted the letter was the Black and Gold's standard solicitation request for either monetary donations or auction items. The consensus was to table until next month to find out whether or not it would be allowed as the Events Committee is a subcommittee of the City.

**MUD VOLLEYBALL TOURNAMENT REVIEW**

Tournament Chairman Mark Lancaster reviewed the Mud Volleyball Tournament held on Saturday, August 15<sup>th</sup> with nine teams participating. The Tournament Winner was Oh Randy's.

- The tournament went very smoothly with the exception of the storm that came through. Mark had set up the pavilion with the tables facing outward to help control mud in the pavilion but with the storm he had to bring the teams in underneath the shelter so Mark and Lori cleaned up the pavilion on Sunday.
- Steph was able to get a new reel for Milk Day's orange hose.
- Steph contacted Harvard Main Line and they will issue a \$75 credit to reflect free color for non-profits.

- The invoice from Porta-John is forthcoming and should be less than last year as we only had two regular and one-handicap porta-pots and one washstation. The invoice for engraving the trophy should be between \$8-\$12.
- Harvard Ford brought out vehicles that were on display. Angelo Diorio is now the General Manager at Harvard Ford and he verbally agreed to sponsor next year and will try to have a team together.
- Mark related conversations at the tournament about donating the largest portion of the proceeds to Shop With a Cop but also donating to the Fire Dept. as the dept. assists with watering down the playing field. Chuck suggested either having Ford present at the check presentation or doing it at Harvard Ford. Donations tabled until the next meeting when we will have more accurate figures.
- Mark found a buyer for the left over beer (92 cans) for \$46.

### **RABBIT SHOW - SATURDAY, OCTOBER 24<sup>th</sup>, 2015**

Dawn and Cheyanne Bihlmaier updated the Committee on the Rabbit Show which will be held in the Moose Pavilion on Saturday, October 24<sup>th</sup>, 2015.

- Buck Bros. and Kelley's Restaurant are each donating \$50.
- The Milk Center 4H group has received permission from the extension office to conduct two fundraisers at McDonald's to help offset costs, one on August 27<sup>th</sup> and September 17<sup>th</sup> from 5-8 pm.

### **CHRISTMAS IN HARVARD - SATURDAY, DECEMBER 5<sup>th</sup>, 2015**

Subcommittee Reports (Chairpeople for 2014 are listed)

Advertising & Marketing (Wanda/Steph)

- Carriage Rides (Wanda)
- Coloring Contest (Bill) - Chuck will check with Bill to see if he wants to chair the coloring contest.
- Craft Show (Tammy/Lori)
- Breakfast with Mrs. Claus (Wanda/Lori) - Discussed changing location and having it at Joe & Tammy's which would keep the event on Ayer St.
- Entertainment (Steph)
- HFPD (Wanda)
- Kids Crafts
- Parade (Mark Lancaster)
- Raffle (Lori/Tammy)
- Refreshments (Dawn Bihlmaier/4-H) - Dawn will check to see if the 4-H group wants to provide the refreshments again this year.
- Santa's Gift Shoppe (Amy Bittner)
- Sponsorship (Wanda)
- Visit With Santa (Women For Harvard)
- Window Decorating (Steph)

### **MIKE KELLY/BALLOON FESTIVAL**

Mike related he has been working with Bill Clow on the balloon festival. Mike also met with John Trione, Lake Geneva Balloon Co. who feels Harvard is an ideal location for a balloon festival as there aren't any in McHenry, Boone or Winnebago Counties. If we advertised well enough in advance, it is conceivable we could attract 10,000 - 20,000 people. Discussed doing a three-day festival over Labor Day Weekend, 2016. Most balloon events run three days as balloons cannot go up when winds exceed 10 mph, so a three day event provides 4 opportunities to ascend (mornings and evenings).

- The event cost would be dependent on the number of balloonists which will be approximately \$1,000/per balloonist. While they are not paid, balloonists expect the festival planner to provide lodging for Friday and Saturday evening, propane gas and a four person volunteer team per balloonist to help get the balloon off the ground and act as sponsors to assist in landing. Fundraising could include sponsors, parking fees and "community dollars" by participating restaurants and other businesses. Also discussed asking Heritage Inn and other area hotels about sponsorship/reduced rates.
- Mike recommended that the Events Committee hire someone who has expertise in ballooning to assist in coordinating the event. John Trione is willing to do that and will draw up a proposal to present to the Events Committee for review at the September 15<sup>th</sup> meeting.
- Mike further suggested partnering with other clubs/organizations to assist with volunteer support and to split event proceeds.
- The Committee discussed other activities that could take place during the three day festival:
  - a) radio station would consider sponsoring a battle of the bands
  - b) classic or new car show
  - c) carnival; Wanda will contact Pat Skinner to check their availability.
  - d) contact Dacy Airport to coordinate air space and see if they would like to participate with an air show.

- e) tethered balloon rides
- f) contact Presbyterian Church to see if they would be interested in having their annual pig roast at Milky Way Park on Labor Day Weekend instead of in August.

**OTHER EVENTS**

Steph related an event at Boone Co. Fair with a group called Kickabuda who held ATV racing and suggested using the area where we hold the volleyball tournament for ATV races.

At 6 pm, moved by Wanda Marzahl, seconded by Mark Lancaster to adjourn the meeting. All ayes. Motion carried.

Submitted by:  
Lori Moller, Secretary