

**EVENTS COMMITTEE MEETING**  
**November 17, 2015 - 5 pm**

Chairman Marzahl called the meeting to order at 5:03 p.m. Committee members present: Chuck Marzahl, Lori Moller, Wanda Marzahl, Stephanie Freimund and Mark Lancaster. Committee members Bill Clow and Tammy Herrera were absent. Also present were Alderman Mike Kelly, Dawn and Cheyanne Bihlmaier and Paula Weidner.

**PUBLIC COMMENT: NONE**

**MINUTES OF OCTOBER 20<sup>th</sup>, 2015 – APPROVED**

A motion was made by Wanda Marzahl, seconded by Mark Lancaster to approve the Events Committee Meeting Minutes of October 20, 2015. All ayes. Motion carried.

**TREASURER'S REPORT**

Wanda reviewed the Treasurer's Report with an ending cash on hand balance of \$2,851.19. Pending sponsorship revenue for Christmas in Harvard is \$855. A motion was made by Lori Moller, seconded by Mark Lancaster to accept the Treasurer's Report as presented. All ayes. Motion carried.

**COMMUNITY MOVIE NIGHT**

The next movie night is January 9<sup>th</sup>, 2015 showing *Inside Out*.

**RABBIT SHOW REVIEW**

Dawn and Cheyanne Bihlmaier reviewed their report on the Rabbit Fun Show which was held in the Moose Pavilion on Saturday, October 24<sup>th</sup>, 2015. There were 41 entries. A motion was made by Wanda Marzahl, seconded by Stephanie Freimund to allow the 4-H Club to retain the profit of \$251. All ayes. Motion carried. Dawn related that they would like to move forward with a show again next year. The general consensus was to work with the Milk Center 4-H to proceed with a rabbit show in October, 2016.

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

**Subcommittee Reports**

- Advertising & Marketing (Wanda/Steph) Wanda designed a 1/8 page ad to be inserted in the December 4<sup>th</sup> Harvard Main Line. She sent the Boone County Journal a copy of the flyer but hasn't heard back yet. Backpack flyers are printed and ready to be distributed to the schools; Chuck will deliver next week. Wanda suggested we contact the radio station to get the correct information out; general consensus was that Wanda would make a great spokesperson for the Committee.
- Carriage Rides (Wanda) Terry Leonard's bill has been submitted and a check will be ready for the event. Adam and Stephanie Kasten were the winners of the carriage ride that was auctioned at the Black and Gold ball.
- Coloring Contest (Bill) Wanda will work on the ads for American Family and Casey's so the coloring contest sheets can be distributed to the schools before Thanksgiving break.
- Craft Show (Tammy/Lori) Lori reported we have six confirmed vendors to date. Medulla LLC/Chiro One would like to participate this year and will make payment for both last year and this year.
- Breakfast with Mrs. Claus (Wanda/Lori) Tammy is going to have a special menu and will have a couple of the waitresses dress up as elves. She would also like to have crafts at the event. A motion was made by Wanda Marzahl, seconded by Stephanie Freimund to authorize the expenditure of \$100 to purchase craft supplies for the breakfast. All ayes. Motion carried.  
Lori brought up discussion to use the 6' stocking we receive from Gifts N Things as a free raffle item at the Breakfast instead of selling tickets at the Gift Shoppe. Each child participating would be given a raffle ticket with a winner drawn at the end of the event. The general consensus was to authorize using the stocking as a raffle item for both the Breakfast and Gift Shoppe. Each event would have a different color to provide attendance figures for both events.
- Entertainment (Steph) The Madrigals will perform and Harvard Community Radio will provide a music feed for the day.
- HFPD (Wanda) Wanda spoke with Jeremy Adams and the HFPD will have Sparky at the event.
- Parade (Mark Lancaster) Mark reported that parade apps are out and asked Lori to send Karen Ferrari-Miller, with the Siberian Husky Rescue an e-mail to see if they would like to participate.
- Raffle (Lori/Tammy) - will sell 50/50 raffle tickets prior to and day of the event.
- Refreshments (Dawn Bihlmaier/4-H) - Dawn reported that Milk Center 4H will provide refreshments.
- Santa's Gift Shoppe (Amy Bittner) Amy is ready to go and Paula will set up Friday evening. They have sufficient volunteers to staff the event. Amy will order Subway for volunteers on Saturday.

- Sponsorship (Wanda) Wanda reported on sponsorship to date:

|                         |       |                                   |
|-------------------------|-------|-----------------------------------|
| Starline Factory        | \$250 | Overall Sponsor                   |
| RRVBC                   | \$250 | Overall Sponsor                   |
| Catty Corp              | \$250 | Overall Sponsor                   |
| Mercy Health            | \$600 | Carriage Rides (outstanding)      |
| 1st National Bank       | \$ 75 | Parade (outstanding)              |
| Brown Bear              | \$300 | Santa and Coloring Contest        |
| American Family Ins     | \$100 | Coloring Contest                  |
| Casey's                 | \$100 | Coloring Contest                  |
| Harvard Community Radio | \$100 | Coloring Contest (outstanding)    |
| Hvd Comm Credit Union   | \$ 50 | Santa's Gift Shoppe               |
| Ulmer Jewelers          | \$ 30 | Mrs. Claus                        |
| Hometown Landscaping    | \$ 30 | Mrs. Claus                        |
| Dr. Hagenbruch          | \$ 30 | Mrs. Claus (outstanding)          |
| Subway                  | \$ 75 | Parade Prizes (3 \$25 gift cards) |
| Milk Center 4-H         | \$ 75 | Parade Prizes                     |
- Visit With Santa (Women For Harvard) The Events Committee request to use 8-10 Milk Day's traffic cones for the Women for Harvard to use for traffic control is on the upcoming agenda.

**NEW YEAR'S EVE KIDS BASH**

Lori Moller and Wanda Marzahl reported that they have not had any response to their e-mail and Facebook inquiries to Spring Gieske about whether or not she wanted to organize the New Year's Eve Kids Bash. Wanda will continue to try and get ahold of her and if she isn't going to organize, to bring the decorations and other supplies to City Hall. Lori noted that Tammy thought she might have someone in mind if Spring is unable to organize.

**BALLOON FESTIVAL**

A motion was made by Mark Lancaster, seconded by Wanda Marzahl to recommend to the City Council to proceed with the 2016 Harvard Hot Air Balloon Festival to be held at Milky Way Park on Friday, September 2<sup>nd</sup>, 2016, through Sunday, September 4<sup>th</sup>, 2016, with Mike Kelly as the overall chairman of the event. All ayes. Motion carried. Various committees will need to be set up following City Council approval which would sponsor, vendors, other events, land owner relations, etc. We will need to contact other civic and school organizations for their assistance with a split in profits to be determined at a later date.

**MUD VOLLEYBALL TOURNAMENT PROCEEDS**

Mark Lancaster reported that there will be a check presentation to McHenry County Charities Shop With a Cop Program and the Harvard Fire Protection District at Harvard Ford on Friday, November 20<sup>th</sup>, 2015, at noon.

At 6:00 pm, moved by Wanda Marzahl, seconded by Stephanie Freimund to adjourn the meeting. All ayes. Motion carried.

Submitted by:  
Lori Moller, Secretary