

## **EVENTS COMMITTEE MEETING**

**April 19, 2016 - 5 pm**

Chairman Marzahl called the meeting to order at 5:00 pm. Committee members present: Chuck Marzahl, Lori Moller, Wanda Marzahl, Stephanie Freimund, Tammy Herrera and Mark Lancaster. Committee member Janet Hugg was absent. Also present were Nancy Shepherd, Dawn Bihlmaier and Alderman Mike Kelly.

### **PUBLIC COMMENT: NONE**

### **MINUTES OF MARCH 15, 2016 – APPROVED**

A motion was made by Wanda Marzahl, seconded by Tammy Herrera to approve the Events Committee Meeting Minutes of March 15<sup>th</sup>, 2016, as presented. All ayes. Motion carried.

### **TREASURER'S REPORT**

A motion was made by Tammy Herrera, seconded by Stephanie Freimund to accept the Year End Treasurer's Report as presented with an ending cash on hand balance of \$2,757.66. All ayes. Motion carried.

### **COMMUNITY MOVIE NIGHT**

There were 45 people in attendance at the April 16<sup>th</sup> Movie Night which is the last movie night of the season. Movie Night will return in September.

### **MUD VOLLEYBALL TOURNAMENT - MILKY WAY PARK ON SATURDAY AUGUST 20<sup>th</sup>, 2016**

The Mud Volleyball Tournament will be held at Milky Way Park on Saturday, August 20<sup>th</sup>, 2016.

- Mark is still waiting to hear from Harvard Ford about continued sponsorship.
- The Committee discussed donating the proceeds to Shop With a Cop or another charitable organization. Tammy suggested Solid Rock Community Church for their annual event "Random Act of Kindness". A final determination will be made at our May meeting pending committee input.
- Lori was directed to contact Amy Beetstra, McHenry Insurance Services, to get a quote for liquor liability.
- Mark noted he will need a skid loader and help building up the berms; it was suggested that he contact Jeremy Adams with Hometown Landscaping.

### **BALLOON FEST SEPTEMBER 2 - 4, 2016 @ MILKY WAY PARK**

#### **Photo Contest - Nancy Shepherd Photography**

Nancy reviewed her proposal for a photo contest with a limit of 5 entries per person with no entry fee. There would be two divisions: adult and student. The Library is interested in displaying photographs at the library for "People's Choice" voting. After discussion, a motion was made by Wanda Marzahl, seconded by Mark Lancaster to accept Nancy's proposal. All ayes. Motion carried.

#### **Sponsorship**

Mike reported he is finalizing the sponsorship letter which will be mailed from City Hall this week. Mike indicated that if needed, he would be a sponsor for the event. Steph and Wanda volunteered to help stuff envelopes. Wanda noted that Tom Jensen, Mercy Health System, prefers the request be sent via e-mail and not mailed.

Steph and Wanda volunteered to assist with follow up phone calls once the letters have been mailed.

#### **Other**

- Mike has contacted about 30 carnival companies most of which are already booked for Labor Day Weekend. Wanda will contact her nephew, Tom Linneman, who is involved with various fairs to see if he has any contact info for carnivals, particularly in Wisconsin.
- Mike will set up a Harvard Balloon Fest Facebook Event Page as well as a Volunteer Page to disseminate information. Admins for the page will be Mike, Wanda and Lori.
- Mike will invite John Trione to attend our next meeting on May 19<sup>th</sup> to give us an update.
- Initial contact has been made with the Abbey about lodging for the pilots/crew.
- Lori will research the cost for a blanket permit with the Health Department for Taste of Harvard.
- Tammy noted a hesitancy to have vendors at the event all day unless we have a carnival in place.
- Mike will check with the Waterford Chamber of Commerce to see if they would allow us to place flyers for our event on vehicles.

**CHANGE MEETING TIME FROM 5 TO 5:30 PM - APPROVED**

After discussion, a motion was made by Stephanie Freimund, seconded by Wanda Marzahl to change the Events Committee Meeting time to 5:30 pm. All ayes. Motion carried.

**OTHER EVENTS**

Dawn Bihlmaier reviewed arrangements for the 2<sup>nd</sup> Annual Open Rabbit Fun Show to be held on Saturday, October 22<sup>nd</sup>, 2016, at the Harvard Moose Lodge.

Steph suggested a scrap metal fundraiser through Alter Trading who bought out Behr Recycling. Her husband works for Alter and he said he would donate his time to deliver the dumpster. Steph was directed to get more details that can be forwarded to the Committee.

At 6:02 pm, moved by Chuck Marzahl, seconded by Mark Lancaster to adjourn the meeting. All ayes. Motion carried.

Submitted by:  
Lori Moller, Secretary