

EVENTS COMMITTEE MEETING
December 20, 2016 - 5:30 pm

Chairman Marzahl called the meeting to order at 5:30 pm. Committee members present: Chuck Marzahl, Lori Moller, Sheila Henson, Tammy Herrera, Janet Hugg and Scott Logan. Committee members Steve Cesarz, Mark Lancaster and Wanda Marzahl were absent. Also present were Mayor Kelly and Spring Gieseke.

PUBLIC COMMENT

None

MINUTES OF NOVEMBER 15, 2016 – APPROVED

A motion was made by Scott Logan, seconded by Janet Hugg to approve the Events Committee Meeting Minutes of November 15, 2016, as submitted. All ayes. Motion carried.

TREASURER’S REPORT

No Report

There are two outstanding sponsorships for Christmas in Harvard: J’s Lanes - \$50 and 1st National Bank - \$75.

A motion was made by Scott Logan, seconded by Tammy Herrera to give each of the two art student Window Decorating Contest winners a \$25 gift certificate to Art Tunes. All ayes. Motion carried.

The Traveling Trophy winner is South Side Tap and the student winner was Sherrill’s Pet Grooming. Janet will send pictures of the winners to Mike Kelly to post on Facebook.

COMMUNITY MOVIE NIGHT

The upcoming movie night schedule is as follows:

January 14	<i>Finding Dory</i>
February 4	Movie TBD
March 4	Movie TBD
April 8	Movie TBD

COMMITTEE MEMBERSHIP

Lori related that she has not received anything additional from Mark Lancaster as to whether or not he is going to submit his resignation.

CHRISTMAS IN HARVARD REVIEW/COMMENTS

- Mayor Kelly related that Don Raciborski’s daughter, Kylee Kurth, would like to help with the parade next year and asked that the Committee consider an evening parade either on Friday night or Saturday at the conclusion of the day’s events. Mayor Kelly will forward Scott’s e-mail to Kylee.
- Scott reported that he had two teams of volunteers put out the barricades about 15 minutes prior to the parade.
- Lori related a conversation with Agija, Kelley’s Restaurant, who said she was interested in hosting Breakfast with Mrs. Claus next year.
- Chuck related a conversation that he and Lori had with Andy Wells who advised them that Orrin has an opportunity to host a Christmas party next year on the same date as Christmas in Harvard which would require using the main banquet room. Andy thought we could use the 1883 Room for crafters and the bar area in the pub for concessions. The chapel could be used for Visit with Santa and there is also a separate room upstairs that would work for the Gift Shoppe. Janet suggested using the gallery end of the building. The general consensus was to work with Orrin and schedule a time to meet with Andy at Starline to look at available space.

NEW YEAR’S EVE KIDS BASH - DECEMBER 31, 2016

Spring Gieseke updated the Committee on arrangements for the New Years Eve Kids Bash to be held on Saturday, December 31st at Crosby Elementary School from 10 am - noon.

- Set up will begin at 8 am on the day of the event.
- The theme is “Super Heroes”.
- Walgreens will develop the pictures.
- State Farm will sponsor the puppeteer, Shanagan
- Tammy has a small popcorn machine and popcorn if Spring wants to use it for the event.
- Mayor Kelly will be available to ring in the New Year with the kids.
- Sheila will drop off the juice on Saturday morning.

BALLOON FEST LABOR DAY WEEKEND 2017

Proposed Budget

The Committee reviewed the revised budget. A motion was made by Tammy Herrera, seconded by Scott Logan to adopt the proposed budget with the addition of \$3,000 to rent a generator(s) and a line item for the Explorers to assist in navigating traffic. All ayes. Motion carried.

Subcommittees

Lori thought we had already established committees at a prior meeting and will research committee minutes. Committees for the Balloon Fest will be assigned at the next meeting with the subcommittees reporting back to the Events Committee. The Events Committee can act as the incubator for the Balloon Fest for the upcoming year and perhaps turn it over to the Parks Foundation the following year.

Nancy Shepherd/Proposal Photo Contest

The Committee reviewed Nancy Shepherd's proposal for the Photo Contest.

- Mike suggested that the Photographers Pass could be kept at \$25 either for one day or all weekend. The purchase of a Photographer's Pass could automatically include entry into the photo contest, but the decisions would ultimately be up to the Photography Committee.

Helicopters, Laser Show, Skydiving

Mike will obtain contracts/quotes for the helicopter rides, a laser light show and skydiving for the next meeting. The area the mud volleyball tournament might be a suitable area for the helicopter rides if it wouldn't interfere with the crafters. Mike suggested moving the crafters to the other side of the park where there is a paved path; this would also provide something for people to do while waiting for the balloon launch. Other locations that might be suitable for the helicopter rides are the soccer field area or across Diggins St. in the industrial park next to Rush Creek Distillery. If we decide to proceed with helicopter rides, the location would be up to the Grounds Committee.

Lake Geneva Balloon Co. (LGB)

The Committee reviewed the contract with John Trione, Lake Geneva Balloon Co. which will be on the next agenda for a recommendation to the City Council. Changes to the contract over last year include:

- The contract provides for 15 hot air balloons to participate as Fiesta Balloons. The Events Committee will compensate LGB Co. Balloon Promotions at a rate of \$2,000 with a downpayment of \$500.
- At Janet's inquiry, Mike clarified that LGB will have a Grounds Director who would facilitate all aspects of the balloon related activities. The Events Committee would still be responsible to provide the ground crew for each of the balloons.
- LGB will organize and run a Crew Training Workshop prior to the event weekend.
- Chuck recommended that official notification to the local FSDO and Dacy Airport be at least 30 days prior to the event.
- The Events Committee needs to provide a larger tent for pilot briefings, approximately 20'x40'.
- The Events Committee would also provide four complimentary tickets per pilot for the awards brunch.
- The pilots' certificate of insurance needs to list the City of Harvard as an additional insured.

UPCOMING EVENTS

- The Easter Egg Hunt is organized by the Methodist Church. Typically the Events Committee covers the advertising cost.
- Scott will consider chairing the Mud Volleyball Tournament next year after the Balloon Fest.
- Other events discussed were summer concerts and snowmobile racing.

The next meeting is Tuesday, January 17, 2016 at 5:30 pm. Janet indicated she would not be in attendance.

At 7:05 pm, a motion was made by Tammy Herrera, seconded by Scott Logan to adjourn the meeting. All ayes. Motion carried.

Submitted by:
Lori Moller, Secretary