

## **EVENTS COMMITTEE MEETING JANUARY 26, 2010 – 5:00 P.M.**

Chairman Logan called the meeting to order at 5:00 p.m. Committee members present: Scott Logan, Lori Moller, Wanda Marzahl, Bill Clow, Darrell Perkins, Crystal Musgrove, Barb Rowe and Jay Schulz. Member Cathy Pescinski was absent. Also present were Reggie Logan, Amy Stech and June Vickery.

### **AUDIENCE PARTICIPATION**

Amy Stech told the committee that she and her mom were willing to help with future events and suggested having a concert in the park. Jay responded that this was researched last summer along with outdoor movies in the park. The Committee ended up having the Community Movie Night at the school because having outdoor movies was cost prohibitive. The concert in the park will be added to next month's agenda.

### **EASTER EGG HUNT**

Chairman Logan noted that another group has already reserved the library for March 20<sup>th</sup>. The following dates are available: Saturday, March 27<sup>th</sup>; Sunday, March 28<sup>th</sup> or Saturday, April 3<sup>rd</sup>. After discussion, moved by Wanda Marzahl, seconded by Jay Schulz to change the date of the Easter Egg Hunt to April 3<sup>rd</sup>, 2010, which is the day before Easter. June will confirm April 3<sup>rd</sup> with the other members of Women For Harvard for the Easter Bunny Visit and let Reggie know so she can reserve the library.

Sponsors for the event are Angelo's Pizza (\$200) and Brown Bear Daycare (\$200).

### **Poster/Advertising**

- The Committee reviewed the poster designed by Cathy Pescinski with the following additions:
  - a. Add date of the event
  - b. Add Events Committee phone number and website
  - c. Add that each child must be accompanied by an adult
  - d. Note to bring your own basket. There may be shopping bags from Wal-Mart that were left over from Santa's Gift Shoppe which can also be used for children to put eggs in.
  - e. Under milk, coffee and doughnuts, add while supplies last.
  - f. Include sponsor contact information for Brown Bear Daycare, 21007 McGuire Rd. Harvard, 815 943-3499
  - g. Flyers to be distributed March 12<sup>th</sup> before spring break. The flyer will be double sided and will include the March Community Movie information.
- Jay will get the information to the Harvard Main Line and Planet Northwest.

### **Treat Bags**

- Stickers to be placed on bags listing sponsors.
- Jay suggested that we not pre-package treat bags. After discussion, the consensus was to set up a couple of tables the day of the event so volunteers can make up bags. That way all of the bags don't have to be done up ahead of time and we'll have an idea how many kids are present.
- Lori suggested using mini white lunch bags for the treats and noted that Agija from Kelley's Restaurant might be willing to donate them. Wanda will contact her to see if she would be willing to donate 500 bags.
- Crystal and Lori reviewed prices for candy and stickers from Candy Warehouse, Oriental Trading and Sams Club. Amy suggested little toys or 3-pack crayons from Oriental Trading. Moved by Wanda Marzahl, seconded by Bill Clow to authorize Lori to pick out and order \$500 worth of candy/toys. All ayes. Motion carried. This would not include the cost of plastic eggs from Sunny Bunny or stickers from Oriental Trading. Sheila Henson donated egg shaped note pads which can be added to the bags.
- Jay suggested contacting the Fire Department to see if they would like to be a sponsor as well and hand out little toys. Scott will give Alan Styles a call.

### **Eggs**

- At the last meeting the consensus was not to stuff the eggs or have prizes. Crystal commented there needs to be some incentive for children to get the eggs. After discussion, the committee decided to proceed with prizes. Children will turn in the eggs they collect and get a treat bag as well as a raffle coupon to be entered into a drawing for each age group. Raffles will be conducted immediately after each age group is done. Raffle coupons will also give us an idea how many kids attend the event. Scott will send Milk Day a letter on behalf of the Events Committee to inquire about a donation of four wrist bands. If Milk Days doesn't donate them, we could purchase them. Darrell will contact Walgreens and Greg Bontz at Wal-Mart about a donation of pre-made Easter Baskets ( we would need a total of 12 baskets, 3 for each age group). "Prizes" to be added to the flyer.

- The hunt areas will be roped off. Mayor Nolan and each of the sponsors will be asked to “cut the ribbon” for one of the age groups to start the Easter Egg Hunt.
- Dave Brady, Harvard Jaycees donated a drum of plastic Easter eggs of assorted colors. Lori will order another 1,000 plastic Easter eggs from Springfield Workshop, Inc. (Sunny Bunny Bulk Easter Eggs); estimated cost is \$49 plus shipping. If needed, Darrel indicated he could get another drum to store them in.
- There was discussion of anticipated attendance. Crystal thought we would draw from other communities that don’t have an Easter Egg Hunt.
- Parents will be allowed to accompany and help younger children (4 and under), but will not be allowed to help older children.
- The Committee discussed the location at the library for the Easter Egg Hunt. Suggestions were to keep the activity on the grass on the south side of the library away from the playground equipment and not closing off any parking spots. Scott and Crystal will go to the library and plot out the best location.
- Scott has a pop up canopy if we need to use it.
- The Committee decided not to have the glow in the dark egg activity for older children this year.

#### Volunteers

In addition to Event Committee members, an additional 15 volunteers will be needed on the day of the event from 10 a.m. – 12:30 p.m. Amy will work on securing and organizing volunteers to work.

#### **COMMUNITY MOVIE NIGHT**

Jay suggested the following movie titles for the February Movie Night: Herbie Rides Again, Mary Poppins, Goonies or Who Framed Roger Rabbit. The consensus was to show Who Framed Roger Rabbit on February 20<sup>th</sup>. Wanda suggested showing Mary Poppins in March or April.

At 6:00 p.m., moved by Wanda Marzahl, seconded by Darrell Perkins to adjourn the meeting. All ayes. Motion carried.

Submitted by:  
Lori Moller, Secretary