Vice-Chairman Meza called the meeting to order at 5:30 pm. Committee members present: Raul Meza, Scott Logan, Lori Moller, Derek Malinowski, Kim Raciborski and Tina Viray. Members Laura Evers, Sheila Henson and Michelle Luís were absent. A quorum was present. Also present were Mayor Kelly, Code Enforcement Officer Anne Nutley, Francine Sinderson, Janet Hugg, Kathleen Robson, Dawn and Cheyenne Bihlmaier, Michelle Kavouras with Live4Lali and Jeff Kleinschmidt with Big Bang Festivals.

PUBLIC COMMENT
Michelle Kavouras, the McHenry County Outreach Coordinator for Live 4 Lali addressed the Committee and gave an overview of the organization which provides Naloxone training and works to prevent and raise awareness of substance use among individuals, families and communities and to minimize the overall health, legal and social harms associated with substance use. The organization would like to be more involved in our area. At Mayor Kelly’s inquiry, Michell said there currently isn’t a support group in Harvard but she would like to get something going and is willing to transport individuals to meetings. She left her business card at the Police Dept. and will followup with a phone call to Chief Krause.

MINUTES - APPROVED
A motion was made by Scott Logan, seconded by Derek Malinowski to approve the Events Committee Meeting Minutes of September 17 and October 1, 2019, as presented. All ayes. Motion carried.

TREASURER’S REPORT - APPROVED
Treasurer Scott Logan reviewed the Treasurer’s report. A motion was made by Scott Logan, seconded by Lori Moller to accept the Treasurer’s Report as submitted. All ayes. Motion carried.

CORRESPONDENCE
None

COMMUNITY MOVIE NIGHT
There were 35 in attendance at the October 12th movie night. The Mayor inquired if there was a running attendance tally for movie night which might be interesting data and worth tracking. The Committee was unsure if attendance was tracked.

Upcoming Movie Nights
November 9  Toy Story 4
December 7  Dr. Suess’ The Grinch

Swank Movie Licensing – Public Performance Site License Renewal
The radio station contributed $175 towards the cost of the site license renewal.

EVENTS COMMITTEE MEMBERSHIP
A motion was made by Scott Logan, seconded by Lori Moller to accept Sheila Henson’s resignation from the Events Committee, with regrets. All ayes. Motion carried.

A motion was made by Derek Malinowski, seconded by Raul Meza to recommend to the City Council that Francine Sinderson be appointed to fill the vacancy on the Events Committee. All ayes. Motion carried.

Both recommendations will be on the City Council Meeting Agenda on October 22nd, 2019.

FOOD TRUCK FEASTIVAL
Jeff Kleinschmidt, Big Bang Festivals, passed out a couple documents out outlining his services/associated costs and reported on his research on available bands for July 29th.
- Marshall Tucker has a conflicting offer which they haven’t accepted yet; their agent said they might consider an offer of $30-$35,000.
- Blue Oyster Cult ($22-25,000) They don’t tour and are a fly-in, so the Committee would have to supply back-line (rental of drums, amps, etc. at an additional cost of $2-$2,500) Attracts late 40’s to early 60’s age group.
- 38 Special ($40-$50,000)
- Dennis D Young ($40,000)
Night Ranger ($25-$30,000)
Femmes of Rock ($12-15,000)
Guess Who – waiting on pricing
Jefferson Starship - waiting on pricing

Derek inquired about timing of the event. Jeff suggested a late start for the food trucks at 3-4 pm with bands taking stage as late as possible, between 8:30 – 9:30 pm. Most headliners will play for about 1½ - 2 hours. Jeff recommended having other opening acts as well, which could be local groups. Jeff related that most bands do not want the gates open while they are sound checking and will include that in their contract. The contract should also include when sound check needs to be completed by. Jeff will get firm production numbers and email the summary to either Laura or Lori to be distributed to the committee so a decision can be made at our next meeting.

Other areas discussed were event security and providing uber pickup at the event.

Mayor Kelly left the meeting at 5:52 pm.

CHRISTMAS IN HARVARD
Scott will contact Chairman Evers to draft a budget to be approved at the next meeting.

Advertising and Marketing

Breakfast With Mrs. Claus
Agija has agreed to host Breakfast with Mrs. Claus at Kelley’s Restaurant. Julie Zell is available for the parade and Breakfast with Mrs. Claus.

Tree Project Project (Kathleen Robson/Joanne Seyller)
Conifera Tree Farm and Ben’s Christmas Trees will each donate 10 trees. A layout is needed so that as each tree is paid for, it can be assigned and a sign affixed.

Coloring Contest (Janet)
Janet presented a different approach for this year’s coloring contest with pictures that are grade specific for each grade, K-5. She will take the pictures to the admin office for approval and get student numbers for each grade. Kathleen and Derek volunteered to help judge pictures. The reverse side of the coloring sheet will be used for student contact info, basic instructions and the sponsor ad. American Family Insurance has first right of refusal. If they do not want to sponsor the coloring contest, Dr. Kaizer’s is on the waiting list.

Craft Show (Francine/Lori)
There are a couple vendor applications received to date, with several others interested. Francine, Tina and Lori toured the Helm Room at Starline. There should be sufficient room for all the various planned activities (entertainment, light tunnel, crafts, refreshments and vendors).

Crafts, Adult & Kids (Tina/Library)
The library will need 4-5 tables for the craft area which will be open all day. Tina passed around her phone with a picture of the proposed craft. An additional option would be to have a Wifi printer that day to have their face on the craft, but there would be cost involved for the printer ink. We can charge a small fee or cover the cost which would depend on sponsorship.

Entertainment (Tina)
Tina updated the Committee on the 20’ light tunnel which is sponsored by Hartwig. Steel Heart is lending 3 arches, Hartwig is providing the PVC pipe and Ace Hardware will give a small discount on lights. The Madrigals and possibly the Jr. High will be performing and she is waiting to hear back from some of the other Hispanic Madrigal Choirs she contacted. Kathleen suggested the High School Band Ensemble and/or Herald Trumpets which might be a little too loud inside Starline.

Steel Heart is sponsoring the ”photo booth” present and will be providing part of a gazebo which will have a top. Their ornaments will be hung on the frame.

We can go in Starline anytime on Friday for set up.

Fun Run (Michelle)
No report.
HFPD (Laura)
No report.

Parade (Scott)
The parade is scheduled for Friday, December 6, starting at 4:30 pm followed by a tree lighting ceremony. The parade application is on the City website and an event has been created on Facebook.

Refreshments (Dawn Bihlmaier/4H)
Dawn updated the Committee on the refreshments which will be mostly the same as last year. Tina has contacted several restaurants to have a limited amount of tamales available. Also looking to serve Champurrado which is Mexican hot chocolate. The Events Committee typically covers the cost of the Health Dept. permit.

Sponsorship (Laura)
No report.

Visit with Santa & Raffle (Women For Harvard)
No report.

Other
A letter will be submitted to the City Council relative to Christmas in Harvard noting the time/date for the parade, blocking streets at 4 pm until after the parade and eliminating #7 – Block Front St. from Eastman St. to N. Page St. from 8 am – 4:30 pm.

Conifera Tree Farm is donating 10 trees for the Ayer St. Christmas Tree project and has submitted a letter to the City Council requesting permission to install temporary signs on McGuire Rd./Route 14 with a waiver of fees which is $50. Laura would like to draft a letter of support to the City Council. After discussion, a motion was made by Scott Logan, seconded by Derek Malinowski to authorize Laura to draft a support letter, provided the signs are not located in front of Ben’s Christmas Trees signs. Committee members voting aye: Lori Moller, Scott Logan, Derek Malinowski, Kim Raciborski and Tina Viray. Alderman Meza voted no and related he isn’t in favor of bartering.

JOHN LEGEAR/MOVIE MUSIC ROMANCE PROGRAM (MICHELLE, FRANCINE, TINA)
The Library is coordinating the event with a date to be determined.

CASINO NIGHT
Tabled until the next meeting.

NEW BUSINESS/OTHER EVENTS
Lori related that Spring Gieske contacted her reference the New Year’s Eve Kids Bash. Trinity Lutheran Church and the Methodist Church would like to organize the event to be held in the basement of Trinity Lutheran Church. Although not on the agenda, the Committee was in consensus of their request. Spring will report back and advise if they need any type of financial assistance for the event.

EVENTS COMMITTEE CHAIRMAN’S REPORT
No report.

MAYOR’S REPORT
No report.

UPCOMING MEETING DATE
A Special Events Committee Meeting was called for November 12, 2019 at 5:30 pm.

If needed, the Regular Meeting will be held on November 19, 2019, at 5:30 pm.

At 6:30 pm, a motion was made by Scott Logan, seconded by Derek Malinowski to adjourn the meeting. All ayes. Motion carried.

Submitted by:
Lori Moller, Secretary