SPECIAL EVENTS COMMITTEE MEETING
OCTOBER 1, 2019

Chairman Evers called the meeting to order at 5:00 pm. Committee members present: Laura Evers, Alderman Raul Meza, Scott Logan, Lori Moller, Michelle Luis, Derek Malinowski, Kim Raciborski and Tina Viray. Member Sheila Henson was absent. A quorum was present. Also present were Mayor Kelly, Don Raciborski and Jeff Kleinschmidt with Big Bang Festivals.

PUBLIC COMMENT
Jeff Kleinschmidt, Big Bang Festivals, was in attendance to meet with the Committee to discuss booking a concert in conjunction with the Food Truck FEASTival on Saturday, September 19, 2020, at Milky Way Park.

- Areas of discussion were desired demographics/attendance of 3K, music genres, advertising/promotion, audio/stage production requirements, sponsorship and ticket platform. Full budget of approximately $50,000-$60,000 which would allow $30,000 for the actual performers.

Jeff will research a smaller national act focusing on country or 70-80’s rock and will report back with pricing and options at the next meeting on October 15th.

EVENTBRITE WEB-BASED SERVICE TO ORGANIZE/MANAGE FUTURE EVENTS
Scott reviewed his written report researching Eventbrite service for promoting events and accepting payment for tickets, etc. There are basically two levels of service, the Essentials Package and the Professional Package. The main differences between the two are the level of support, the cost and the number of types of tickets. There is no charge to use the service for free events. The service may not be conducive to a larger event such as a concert but would work for our smaller events. After discussion, the consensus was to use Eventbrite for Christmas in Harvard.

UPDATE ON HARVARD COMMUNITY EDUCATION FOUNDATION DONATION
A motion was made by Scott Logan, seconded by Derek Malinowski to add $63 to the donation for the Harvard Education Foundation Black and Gold Ball so the total donation is $200. All ayes. Motion carried.

HARVARD CHEVY TRUNK OR TREAT – OCTOBER 27, 2019
Chairman Evers contacted Harvard Chevy for additional information on Trunk or Treat which will be held on Sunday, October 27th from 11 am - 4 pm. Entries for the decorating contest are due by October 18th (1st prize is $250, 2nd prize is $150 and 3rd prize is $75). Organizations are responsible to decorate their “trunk” and hand out candy that is provided by Chevy. Mayor Kelly volunteered to have his family decorate their minivan on behalf of the Events Committee; a portion of any prize money would be given to his kids. Scott, Francine and Laura thought they might be able to help day of the event to pass out candy. The consensus was to participate.

FOOD TRUCK FEASTIVAL – SEPTEMBER 19, 2020
Chairman Evers reached out to Doug Powles who would be interested in designing a flyer for a car show. Martin at Harvard Chevy agreed to chair the car show. The Committee discussed ticket sales, seating and costs for light towers which are dependent on the act and time frames for the concert. A motion was made by Scott Logan, seconded by Derek Malinowski to table until our next meeting with Jeff Kleinschmidt. All ayes. Motion carried.

NEW BUSINESS/OTHER EVENTS
Michelle brought up discussion of having Casino Night in 2020 since the Balloon Fest was cancelled. The consensus was to have Michelle ask Kelly if she would be interested in moving forward with the event.

EVENTS COMMITTEE CHAIRMAN’S REPORT
The Committee discussed possible future events: circus, Mexican rodeo or other event that would attract the Latino population. Mayor Kelly suggested exploring hosting a small carnival during the FEASTival.

UPCOMING MEETING DATE
Regular Meeting October 15, 2019, at 5:30 pm

At 6:15 pm, a motion was made by Scott Logan, seconded by Lori Moller to adjourn the meeting. All ayes. Motion carried.

Submitted by:
Lori Moller, Secretary