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FESTIVALS COMMITTEE
Thursday, July 8, 2021
6:30 PM
South Conference Room

Minutes

1) Call to Order, Roll Call

Present:

Vice Chair Kirsten Hildebrand
Committee Member Janet Fussell
Committee Member Jenne Hohn
Committee Member Moshe Luchins
Committee Member Christine McLean
Committee Member Miranda White
Chair Vanessa Nerbun -- **Absent**
Committee Member Dynami Al-Anjeri -- **Absent**
Committee Member Tracy Johnson -- **Absent**
Committee Member Lisa Liljegren -- **Absent**

Also Present: Executive Assistant Enea

2) Approval of Meeting Minutes

a. June Minutes

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Committee Member Fussell
SECONDED BY: Committee Member Hohn

AYES:	Hildebrand, Fussell, Hohn, Luchins, McLean, White
ABSENT:	Nerbun, Al-Anjeri, Johnson, Liljegren

3) Approval of Festival Contracts

a. Gypsy Geoff

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Committee Member Hildebrand
SECONDED BY: Committee Member Hohn

AYES:	Hildebrand, Fussell, Hohn, Luchins, McLean, White
ABSENT:	Nerbun, Al-Anjeri, Johnson, Liljegren

b. Johnson School Bus

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Committee Member Hildebrand
SECONDED BY: Committee Member Hohn

AYES: Hildebrand, Fussell, Hohn, Luchins, McLean, White
ABSENT: Nerbun, Al-Anjeri, Johnson, Liljegren

c. LO/ST Band

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Committee Member Hildebrand
SECONDED BY: Committee Member Hohn

AYES: Hildebrand, Fussell, Hohn, Luchins, McLean, White
ABSENT: Nerbun, Al-Anjeri, Johnson, Liljegren

d. Stray Voltage Band

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Committee Member Hildebrand
SECONDED BY: Committee Member Hohn

AYES: Hildebrand, Fussell, Hohn, Luchins, McLean, White
ABSENT: Nerbun, Al-Anjeri, Johnson, Liljegren

4) 9/11 Recognition

The Committee discussed having flags at every booth, having a tribute at the start of the Festival and another one between 5:30-6:00 P.M., and giving out stickers. Committee Member White will look into pricing for stickers. Committee Member Hohn will contact the high school about the band performing and a student to sing the anthem. Committee member Fussell will speak with the Mayor about his availability and possibly the American Legion's participation. The Boy Scouts' participation was also an idea. Executive Assistant Enea will check the Police and Fire Departments' availability. For the crafts area, there will be a red, white, and blue option available.

5) Logistics Update

a. Logistics Update

Committee member Fussell will look into ATM options and present at the next meeting.

6) Vendor Update Since Last Meeting

1. Vendor List

We currently have 14 vendors. This is the main focus because the deadline is July 16. Committee members will follow-up with their contacts, Milwaukee food trucks and the vendors at the Thiensville Market that takes place on Tuesdays.

7) Sponsor Update Since Last Meeting

1. Sponsor List

The Sponsor deadline is also on 7/16. We will wait to see who returns their Sponsorship forms by then.

8) Children's Area Updates- Mascots

Still waiting on quote from KC Inflatables. The Fire Department's Sparky the Dog is available. Lakeshore Chinooks' Gil is available. Committee Member Luchins will check with Piggly Wiggly.

9) Marketing/Communications

a. Signs- Yard and Banners

Need to confirm sponsors before getting posters printed. Will use current yard signs and banners, just need to order stickers to update with current year.

b. Website/Social Media

Committee member White has been working on the website and Facebook page. Requested all members to share her posts on their Facebook pages to get the word out. Executive Assistant will send her 2019 pictures to use.

c. News Graphic

Will reach out to Lisa Curtis with the NewsGraphic to check on normal timeline for posting.

d. Event Photographer

Committee member Fussell said her husband might be a possibility. The Committee agreed that everyone would take pictures with their cell phones and send to Executive Assistant Enea to save for future use.

e. Community Calendars

10) Volunteer Management

The Committee will hone volunteer details in August.

a. Recruitment

b. Job Descriptions

1. Volunteer Descriptions

c. Shifts

1. Volunteer Schedule

11) Future Agenda Items

Review vendor and sponsor submissions.

Approve 3rd band (Sawdust Symphony) contract.

Approve KC Inflatables Contract.

Review volunteer needs.

Review ATM details.

Review sticker proposal.

12) Next Meeting Date and Time

July 22, 2021 at 6:30 P.M.

13) Adjourn

Motion to adjourn the meeting at 7:36 P.M.
MOVED BY: Vice Chair Hildebrand
SECONDED BY: Committee Member Hohn
RESULT: Approved by Voice Acclamation [Unanimous]

Respectfully Submitted,

Carrie Enea