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FESTIVALS COMMITTEE
Wednesday, August 11, 2021
6:30 PM
South Conference Room

Minutes

1) Call to Order, Roll Call

Present:

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

Also Present: Executive Assistant Enea

2) Approval of Meeting Minutes

a. Minutes

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Committee Member Liljegren
SECONDED BY: Nerbun

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

3) Vendor and Sponsor Updates

Supercuts had to drop out as a vendor due to staffing. Sommer's Automotive has not responded about being a sponsor. Will ask vendors if they are accepting cash, credit, or both when their confirmation emails are sent out. Still waiting for Yummy Bones and Blue Cow Creperie to submit their applications.

4) 9/11 Recognition Updates

Committee Chair Nerbun will order the American flag stickers from Amazon to give to attendees as they enter. The committee discussed a QR code on the posters to donate to the Mequon Community Foundation. The Homestead High School band has been finalized.

5) Logistics Updates

Cedarburg Road will close around 8:30 A.M. City staff sets up the day prior. Tape is put on the curb where everyone goes. Vendors come in between 9:30-11:30 A.M. Barricades are placed at each entrance at 11:30 A.M. We will have 2 golf carts and Police Reserves. All volunteers will wear yellow vests. Take-down is mainly by DPW. We will order latex gloves to help clear tables. Also need to order 15 bee traps. ATMs have been secured.

6) Children's Area Updates

Committee Chair Nerbun will follow-up with Brigit King about easels and tables for Children's Area. Still need to finalize KC Inflatables Contract and get balloon artist. Committee Chair Nerbun has 3 pop-up tents to use. YMCA is interested in participating, maybe doing a cardio activity for kids. Hula hoops or yoga was suggested as alternative activities.

7) Marketing/Communications

Yard signs will be ready for pick-up on 8/27. Place in prime locations. Committee member McLean will get banner permits completed. Committee Chair Nerbun will ask Committee Member White to make a hashtag for attendees to post their pictures to. The Committee discussed counting people as they entered and doing a give-a-way as an incentive for them to take a survey.

8) Volunteer Recruitment

Jim Young from Shorewest has 4 volunteers to work the Children's Area. Sign-Up Genius has been created for other volunteers to sign-up and went out in the 8/20 Weekly Bulletin. The Committee Members signed up for the shifts they wanted.

9) Next Meeting Date and Time

9/2/2021 at 6:30 P.M.

10) Adjourn

Committee Member Fussell moved to adjourn at 7:51 P.M. and Committee Chair Nerbun seconded.

Respectfully Submitted,

Carrie Enea