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FESTIVALS COMMITTEE
Thursday, November 11, 2021
6:30 PM
South Conference Room

Minutes

1) Call to Order, Roll Call

Present:

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

Also Present: Executive Assistant Enea

2) Approval of Meeting Minutes

a. October Meeting Minutes

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Committee Member Liljegren

SECONDED BY: Committee Member Luchins

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

3) Taste of Mequon Survey Results

Executive Assistant Enea read the results of the one survey she received. Committee Member McLean had the rest of the results and will share at next meeting. Committee Member Hohn said that Leonardo's and Yummy Bones did not receive their confirmation emails and said that she'll follow-up with vendors next year to make sure they received it. Committee Member Johnson said that Hiawatha Woodworks was really pleased with his sales. The Committee agreed that there needed to be more communication on getting volunteers next year.

4) Winter Wonderland

a. Approve Photography Invoice

1. Invoice from VIP

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Committee Member Hildebrand

SECONDED BY: Committee Member Liljegren

AYES: Nerbun, Hildebrand, Fussell, Hohn, Johnson, Liljegren, Luchins

ABSENT: McLean, White

b. Choose Backdrop Option

1. Backdrop Option 1

2. Backdrop Option 2

3. Backdrop Option 3

Backdrop Option 1 was unanimously selected.

c. Photo Sign-ups

Committee Chair Nerbun will use Sign-up Genius for families to sign-up for time slots like last year.

d. Children's Area

Committee Member Fussell brought some craft ideas that didn't involve paint or glue. It was suggested to have a letter writing station to Santa that children could color. Also, a "make reindeer food" station was suggested. Everyone's assignment was to think of other crafts.

e. Cookies

Committee Co-Chair Hildebrand's law firm will sponsor the cookies again this year. It was decided that they do not need to be individually wrapped, they will be handed out on a tray with napkins. 300 cookies like last year was agreed upon.

f. Food & Beverage

Executive Assistant Enea reached out to Fiddleheads about hot chocolate. Committee Member Fussell will follow-up with the owner.

g. Publicity

Committee Member Johnson and Executive Assistant Enea will collaborate on the flyer. Information will be sent out in the City's Weekly Bulletin.

1. Last Year's flyer

h. Committee Assignments

It was decided to have piped in Christmas music and to advertise as a Click N' Go like last year. Committee Chair Nerbun will look into getting a larger tent.

5) Next Meeting Date and Time

Wednesday, December 8 at 6:30 P.M.

6) Adjourn

Committee Co-Chair moved to adjourn at 7:35 P.M. Committee Member Liljegren seconded.

Respectfully Submitted,

Carrie Enea