

Grant Park Festival Committee Meeting
July 15, 2015

Present at the meeting: Holly Benca, Dianne Dykema, Connie Granger, Dennis Granger, Deb Morgan, Gerry Morgan, Bob Schurman, Rich Shrouts, Jacquelyn West, Bill Wold, and Scott Zizic.

Bill Wold began the meeting at 6:05.

The minutes of the May 20, 2015, meeting were reviewed and several changes were suggested.

Bill commented on the Park Restroom upgrade and thanked all those who contributed their efforts to the remodeling. Specifically mentioning Scott Dillman, Bryan Morgan, Deb Morgan, Gerry Morgan, and Dennis Delaney. Others stated that Bill Wold was there working with everyone and was to be included in the thanks. He mentioned that the committee had authorized that \$10,000 from the Festival Account be available to complete the remodeling and the actual costs were only \$4,481.77 because of the donated labor.

Gerry Morgan reported that the current financial position shows that Kim Raloff has received payment for fourteen crafter/vendors spaces. The Village Office has received payment for one 5K runner. The GP Chamber of Commerce has become a sponsor with a contribution of \$250. After all of the remodeling bills have been paid the balance in the bank will be \$18,082.02.

There was a discussion of the contracts and Rich Shrouts will check on lights which he believed were a part of the contract with SRS Sound. Gerry will process the purchase orders and have signed checks by the end of September as sound and bands need to be paid promptly. The 5K timer will need to be paid the day of the 5K race.

Rich Shrouts reported that the Fireworks contract is expected in the mail any day. He pointed out that this company, Central States Fireworks, manages the insurance, licensing, and all of the other requirements for such a fireworks display. He mentioned that a fireworks specialist from Michigan had recently set off a display in the Grant Park area and will give an alternate price for the future but switching vendors here would trigger the need for obtaining permission from all neighbors to set off the fireworks.

There was a discussion of the other agencies that will come under contract. Rich will check with SRS Inc. who is providing the sound on October 2 & 3, to see if they will also provide lights. The *Poison Crue* contract specifies that the Village must provide both light and sound for their performance. SRS requires that a minimum of 4 separate 20 amp circuits be provided for their sound system.

There was a review of the status of Retailer's & Liquor Licenses which the beer supplier needs before they will begin printing the banners. Bill will follow up with Kerry Zizic to

complete these forms earlier than in previous years. The local licenses require the signature of the Mayor. The State form requires a nominal fee, the local license and proof of dram insurance.

Update on crafter/vendors – Kim Raloff has 14 vendors so far. It was pointed out that all pay the same fee and that Kim will assign them to either the Park Building or to the Beer Tent. It was mentioned that the committee had previously decided that charitable organizations can pass out literature for free, but if they are selling anything they must pay for the space.

There was a discussion concerning the food vendors. Scott Zizic stated that the biggest issue was where to locate them. They need electrical connections and would like to be near the beer tent. There was discussion concerning moving some of the carnival tents. The discussion ranged over the need for a generator and its location. They can take power from the outlets behind the garage as they did in 2014. Bob suggested that an electrical drop from the light pole near the tent location might be a solution and was asked to find out more about that possibility. There was discussion concerning serving food in the beer tent or through a window but there are Health Department concerns with these ideas. There was also discussion concerning walking food or drink vendors. Bill asked for an update on possible groups willing to pick up beer cans for recycling: Jackie said that Post Prom will pick up the cans. There was a suggestion concerning possibly providing recycling boxes for just throwing the cans into them. Anyway the Post Prom group will collect cans Sat & Sun morning and Sun afternoon.

Rich talked about sending letters out to companies who have sponsored in the past and new companies. He said that Kim had indicated that she would help with sending out the letters, with the Village providing envelopes and stamps. Check with family businesses. Connie said that she would review her vendor lists to see who might be contacted. Rich said that the Shriners would ride camels for \$500 for the parade night. The Coop Elevator donated for them to ride in Momence. It was mentioned that Campus Life has a drum corps band and marched in Bourbonnais & Manteno, they would like to come to GP but might be looking for a donation. MainSource has not put a float in the parade in recent years and it was suggested that maybe they could talk to the Campus Life band to sponsor their participation in the parade. The HS new band director is interested but said she had to determine the status of the jazz band before committing to the parade. It was reported that Crocker has said that he would donate a bus to pick a band from another town if necessary. The president of the Shrine is from GP and is in a landscaping business. If anyone knows of possible sponsors, they are to tell Rich or take the letter that Rich will write about sponsoring to them.

There was a review of the Tent arrangements. It was decided to rent a tent similar to last year's size and in the same location. Rich talked about possibly attaching the snow fence at the tent poles on three sides to control access. Still need wrist bands to buy beer. The Committee decided to charge a \$2.00 cover fee for each night. It was suggested that a separate tent be rented for the porta-potties. Hours for the beer tent operation were set for Friday from 7:00 PM to 1:00 AM & Saturday from noon to 1:00

AM. Beer will be available inside with the Fish Fry on Friday. There was mention of a possible craft beer activity for Sunday afternoon.

Beer will be sold in 12 oz cans for \$2.00. We used approximately 200 cases last year (converting half-kegs to ounces). The MillerCoors contract includes Rotocast Units. Depending on the cooler, we may need to include a cost for ice. It was mentioned that the boxes of beer cans in the bottom of the cooler can get wet from the condensation and only intact cases can be returned for a credit to the company. Possibly boards or pallets could be put in the bottom of the cooler to prevent the cases from getting wet.

There was a review of the Grand Marshal position. Donald Buhr was suggested. Continue to review possibilities until the next meeting.

Deb Morgan demonstrated a number of glowing things for possible sale or give away for the parade or the beer tent. It was decided that if an organization would like to sell the items that they be checked out and charged the cost and a handling fee but they would keep the profits beyond that. It was felt that if these vendors could walk the parade route fifteen or twenty minutes before the parade, people would buy glowing things to entertain children and guests before the parade started.

The status of a generator for tent & band sound and lighting was discussed as *Poison Crue* contractually needs both sound and lights. SRS has presented a contract for sound and for basic stage lighting. SRS will need at least four (4) 20 amp circuits. More details and discussion will be held in August. The status of the Police Department's request for generators from the Federal Government will be reviewed.

Dennis Granger related possible publicity efforts. He will do newspapers and will give ads to Momence Progress Reporter and the Country Market Herald. He is going to do Facebook notices. He mentioned boost it for \$5. He showed ad sizes and costs such as \$112 and for the larger 3 col 4 in wide \$180. He plans to present bigger ads closer to the event. Holly mentioned how she publishes band information in the Journal and will call for information about bands who play on Fri & Sat night. Dennis discussed sending likers and clicking on ads for a small cost but goes out to lots of people. \$25 for lots of friends.

Someone asked what the hours for the fish fry were and that will be set at the next meeting.

The Car show option was discussed. Ryan Hopkins has a number for a guy who may charge about \$800 but pays for the trophies, Jackie will talk to her brother in law. Bob will look into doing a craft beer taste in the tent on Sunday as an alternate or in addition to a Car Show. Will need info by August 12th

Jackie reported on the 5K and has mailed out flyers and letters to sponsors. Three sponsors and one runner have expressed interest and the runner has sent a check. Deb has the T-shirt design. Several suggestions for T-shirt sales and prices were discussed. A price for the shirts should be available by the next meeting,

Bob made 4 high round tables for the beer tent and one was on display. Everyone liked what he had done and suggested that a total of 10 be available for the beer tent. Connie said that Janet at Gerard will save some cable spools for places to sit.

Bob pointed out the sample lattice frames that covered one of the windows in the shelter. Bob made these several years ago and will sell enough to cover all the windows, except behind the bar, to the Park for \$100. Rich moved that this be done, Connie seconded this and the committee approved that Bob present this idea to the Village Board.

Gerry passed around a sheet with email & phone numbers for everyone to check to make sure their contact information is up to date. .

Holly offered her garden wall at the Monkey for advertising.
Next meeting was scheduled for August 12, 2015, at the Park Building at 6:00 PM.

The meeting ended at 8:20 PM.

Submitted by: Gerry Morgan