

**VILLAGE OF DOWNS EVENTS COMMITTEE**  
**REGULAR MEETING MINUTES**  
**6:00 PM**  
**September 10, 2015**

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Village Hall  
211 S. Seminary St,  
PO Box 18  
Downs, IL 61736

1. Call to Order at 6:07 pm
2. Roll Call (Julie James, Jill Kasprzak, Cyndi Miller, Steve Miller and Mike James present; Kelsey Shave and Dan Lush absent)
  - a. Quorum present to do business
3. Pledge of Allegiance
4. Discussion
  - a. Budget Update
    1. Mike covered the budget
  - b. Discuss Plans for Fright Fest
    1. Discuss the purchase of cameras for the Haunted House and security.
    2. Sent off the IL Dept of Labor exemption for a permit
    3. Mike Manint inspected the haunted house and it passed but he wants to come back and check out fire extinguishers and fire alarms
    4. Mike reported that he called Lt. Launderers and we should be good with McLean County Reserves from 7-10. Either 1 or 2 officers would be fine
    5. Mike will check with Dan Lush about if he will arrange for the hayrack wagons and drivers.
    6. CIA will do food and maybe games on all 7 nights.
    7. Finalized plans for laser tag. Will not be doing it on 10 and 31 and will go with 2 hrs for \$250 and pay more if successful. \$75 for an extra hour. Alpha Dog and Laser Wars will be doing the nights.
    8. Talked about doing advertising and what else we need to do – We need new vinyl signs
    9. We are still short volunteers
    10. Food
      1. Advanti's is donating food Oct 10 & 17
      2. Hot dogs – Oct 16, 23 & 31
      3. Pizza – Oct 24 & 30
    11. Mike will need to work on the Advertising booklet
    12. Girl Scouts are doing a craft booth on 25<sup>th</sup>
    13. Mike is going to send the popcorn folks the dates so they can determine what nights they want to use
    14. Need to order more supplies from Oriental Trade and will get candy from Sams
    15. Talked about doing a float for Homecoming parade
  - c. Discuss Plans for Christmas
    1. Downs CIA is planning to do something but we haven't heard anything
    2. Julie's preference is still just to do either the breakfast or cookies with Santa. Prefers cookies because it is cheaper
      1. Decided to do 10-12 pm and 3-5 pm Cookies with Santa on Dec 19<sup>th</sup>
      2. Steve will check into getting cookies or something donated

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3. Julie talked about getting a photographer – Jill has an idea of someone to use
4. Talked about where to hold the cookies with Santa
5. Talked about if we want to sell off old Christmas decorations. We will wait for another year.
6. We are still doing house light contest
7. Still need to order the banners and mounting brackets
- d. Discuss FY 2016-2017 Event Plan
  1. Garage Sales (May & June)
  2. Cleanup day?
  3. Car Show
  4. 4<sup>th</sup>
  5. Movie Night
  6. CJs Haunted House
    1. Chili Cook-off
  7. Christmas
  8. Easter
5. New Business
  - a. Motion to Approve Meeting Minutes for August 13, 2015 (Jill / Julie 5-0)
  - b. Motion to Approve Expenses for Fright Fest – No Action
6. Old Business - None
7. Motion to Adjourn at 8:26 pm (Steve / Cyndi 5-0)