



Village of Downs

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Village President, Village Board and Clerk

Village President	Public Safety / President Pro	Public Works	Finance / Services / FOIA Officer	Streets	Building	Parks/Youth Center/Food Pantry	Clerk
Mike James	Maureen Roach	Toby Twyford	Anna Milliken	Brian Warfel	Sarah Gassaway	Stephanie Adkisson	Julie James

Events Committee Regular Meeting

March 12th, 2024

6:00 pm @ Village Hall

1. Call to Order 6:12 pm
2. Roll Call
 - a. Randy Wert, Cali Whiteside, Jill Kasprzak, Stephanie Adkisson, Erik Rasmussen, Mike James Julie James – Present
 - b. Cyndi Miller – Remote
 - c. Steve Miller – Absent
 - d. Quorum was declared to do business by Mike James
3. Pledge of Allegiance
4. Discussion
 - a. Easter Planning
 - a. Mike meet with John at the Station on what we needed for food. John will validate and provide list
 - b. Stephanie has someone that needs community service to help and will decorate and help at the park and Riley will be Bunny
 - c. Need help at the Station – Jill K, Randy, Cali will help at the Station; Cyndi or Steve will also help
 - d. Julie and Mike will get the food and groceries for the breakfast – Mike will look into ordering ahead of time as well
 - b. FY2024 Budget
 - a. Mike covered the current financials
 - c. FY2025 Budget and Plan
 - a. Made sure the plan was updated and correct
 - b. Covered the budgets for all events and updated the spreadsheets to give to Treasurer
 - d. Other
 - a. 4th of July
 - i. Stephanie covered what she had done....mike to add details later
 - b. Cookies with Santa – Jessica Miskulin, Jimmy, and Kara Roach are thinking about taking over coordination of this event.
 - c. Parks Committee is asking for the Haunted House to cover lost of rental by locking down “No Rentals” during the month of October except for Football moms. Ask for \$350.
5. New Business
 - a. Motion to Approve February 6, 2024 Meeting Minutes (Stephanie / Jill 8-0)

Police Chief
Josh Dingler

Public Works Supervisor
Jill Kasprzak

Other Positions and Committee Chairs

Treasurer/Budget Officer/TIF Administrator
Julie Bakewell

Zoning Enforcement
Lyndall Cuba

Zoning Board Chairperson
Linda Bowman

- b. Motion to Approve FY2025 Event Plan and Budget (Stephanie / Cali 8-0)
 - c. Motion to Approve FY2025 Events Committee Regular Meeting Schedule (Erik / Randy 8-0)
 - d. Motion to Approve Recommendation for HVAC and Insulation at the Haunted House (Randy / Cali 8-0)
 - e. ~~Motion to Approve Insulation Contractor Recommendation for Haunted House~~
- 6. Old Business
 - 7. Motion to Adjourn at 7:50 pm (Cyndi / Randy 8-0)