



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

Events Committee Special Meeting Minutes

January 10th, 2023
6:00 pm @ Village Hall

1. Call to Order 6:00 pm
2. Roll Call
 - a. Stephanie Adkisson, Jill Kasprzak, Cyndi Miller, Steve Miller, Randy Wert, Erik Rasmussen, Mike James, Julie James – Present
 - b. Quorum present to do business was declared by Mike James
3. Pledge of Allegiance
4. Discussion
 - a. FY2023 Review
 1. Mike reviewed the current budget
 2. 85.7% of our budget revenue, don't anticipate more revenue
 3. 81.5% of our expense budget
 4. No concerns
 - b. Easter planning
 1. April 1, 2023, 7-10:00 am, Egg Hunt Reg 10 – 10:30 with hunt 11
 2. The Union Café does not want to hold Easter Breakfast this year
 3. We will ask The Station if they want to do it – Stephanie will ask, Paige needs to be made aware
 4. Mike will reach out to Kyle B about the Easter Egg Hunt
 5. Randy will be the Easter Bunny
 6. Will decorate the gazebo again – worked out
 7. Need to get the pavilion reserved for churches
 - c. Transworld
 1. Clerk and Treasurer want to avoid having cash
 2. Clerk created guidelines for attending Transworld and reimbursement – reviewed
 1. Changed from Guideline to Policy
 2. Added language about flashing lights, medical conditions, etc.
 3. Need to have a TW HH subcommittee to talk about focus
 - d. FY2024 Budget and Plan
 1. Please help with updating the plan – it is on Google
 2. Budget and plan need to be completed by March meeting
 - e. Meeting Schedule
 1. Will switch out our meeting to the first Thursday of the month for the Events Committee
 - f. Other



VILLAGE OF DOWNS

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1. 4th of July
 1. Booked the night band for \$1200 – Next Thing Smokin – Think this is the new name of the band
 1. Good following
 2. Will do patriotic music
 3. Steph will ask about doing the National Anthem
 4. Will put it on basketball court
 2. Looking for a DJ 11-3 pm – will check with Joe Palma
 3. Steph son will play music during the afternoon
 4. Wants to sell vendor spots
 5. “Vintage fair” games to help keep people in the park or bring back – Girl Scouts?
 6. Trying to bid on the sensory trailer
 7. The Station is interested in doing food again and wants to have 3 food options
 8. Working on doing a Lil Mr. & Ms. Kaboom & Kabang contest and golf decorating contest
 9. Talk to churches, seniors and maybe scouts to see if she can do a cake walk every hour
 10. Teenagers will collect night of fireworks
 11. Will contact football boys to collect donations prior
 12. Talk with the CIA about doing a raffle
 13. Needs to get info from FD on their breakfast
 14. Talked about the sponsorships and ideas/options
 5. New Business
 - a. Motion to Approve Meeting Minutes for December 8, 2022 (Cyndi / Steve 8-0)
 - b. Motion to Preapprove Transworld Purchases as Determined by Haunted House Subcommittee (Stephanie / Randy 8-0)
 - c. Motion to Approve Transworld Attendance Policy (Randy / Stephanie 8-0)
 6. Old Business – No action
 - a. Motion to Approve Purchase of Storage Containers
 7. Motion to Adjourn at 7:38 pm (Steve / Jill 8-0)