



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

August 8th, 2023

6:00 pm @ Village Hall

1. Call to Order 6:13 pm
2. Roll Call
 - a. Cyndi Miller, Stever Miller, Stephanie Adkisson, Julie James, Mike James, Erik Rassmussen – Present
 - b. Randy Wert, Amanda Knight, Jill Kasprzak - Absent
3. Pledge of Allegiance
4. Discussion
 - a. 4th of July Recap
 1. Stephanie recap'ed 4th
 2. Rained sucked
 3. Parade was awesome
 4. Glad we brought in the porta potty
 5. Feedback to move the vendor tents somewhere where they are more accessible....such as by the road just off on the grass
 6. All the vendors did well – everyone donated back at least \$200
 7. Fireworks were awesome
 8. Looking to secure the same band for next year
 9. Researching adding inflatables that are man'd by company – do their own liability
 10. Food vendors are wanting to come back and closer to beer garden
 11. Beer garden went well
 12. except for rain and heat
 13. look to have a bigger tent to cover more of the basketball court
 14. need to switch out staff or have more staff to rest folks
 15. Maybe need a cooling tent area – FD?
 16. Bull worked well
 17. 1 incident that needed help and came to beer garden drunk
 18. Stephanie thinks she is really close to \$10k income, but reports are not showing that amount. Stephanie will get with Julie B to look at the numbers
 - b. Freedom Run Recap
 1. Mike is meeting with Mel and Holly Rae on Wed to do a wrap up
 2. Park was asked about doing a breakfast but it was too late to pull off. Lost in the transition from Stephanie taking over
 3. A door 2 door collection was taken before the football boys went out for 4th? Was there a door-2-door solicitation.
 4. Question about what the sponsorships get them in the 4th of July
 5. Question about 4th donation back. Were we supposed to move the \$1500 for 2019, 2020, 2021, 2022, 2023?
 - c. Haunted House Planning and work on the building
 1. Work day last Saturday which despite the rain went well
 2. Have another day coming up on Aug 19th
 3. Still waiting for all the items ordered from Transworld
 1. Missing costumes that Janice ordered
 2. Masks ordered – Danny ordered
 3. Zombie skin

Other Positions and Committee Chairs

Police Chief
Josh Dingler

Public Works Supervisor
Jill Kasprzak

Treasurer/Budget Officer/TIF Administrator
Julie Bakewell

Zoning Enforcement
Lyndall Cuba

Zoning Board Chairperson
Linda Bowman

4. Two individuals did a fence vandalism – Police are investigating
5. Advertising for this year
 1. Cyndi and Jill are talking with neuhoff media for the radio ad
 2. Need to do billboards – change the logo to non-30th yr
 3. Haunt Pay is ready to go starting 9/1/2023
 4. Cyndi will not be available during October except for phone
 5. Cyndi asked if Cali could help with makeup and wanted to get with her in September
 6. Cyndi will work on the food schedule and send to Julie
 7. Erik reported on storage containers 2 – 8x20. (\$2083k for 1, both for \$1983 each - \$3966)
 - a. Another option would be take a 40' - \$3299
 - b. Joe's Towing would charge \$142 /hr.
 - c. Located off Rt150 off Bunn St.
 - d. Committee was in favor to move forward with storage container purchase - \$4392
- d. Facebook
 1. Need to watch who we approve to our group
 2. Need to watch what we allow to post on the FB Events page
 3. Need to reduce the admins on the FB Page
- e. FY2024 Budget
 1. Mike covered the financial reports
- f. Other
 1. Julie brought up purchasing a new sign for the exterior of the Haunted House
 2. Also talked about a wrap on the house
 3. Needs further discussion
 4. Cookies with Santa signup will go live Oct 1, 2023
5. New Business
 - a. Motion to Approve Meeting Minutes for June 13, 2023 (Mike / Stephanie 7-0)
6. Old Business
7. Motion to Adjourn at 7:50 pm (Stephanie / Steve 7-0)