



VILLAGE OF DOWNS EVENTS COMMITTEE  
REGULAR MEETING MINUTES  
NOVEMBER 9, 2017  
6:00 PM @ VILLAGE HALL

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

1. Call to Order at 6 pm
2. Roll Call
  - a. Absent: Ken Kasprzak
  - b. Present: Julie James, Mike James, Steve Miller, Cyndi Miller, Jill Kasprzak
  - c. A Quorum to do business was declared by Mike James
3. Pledge of Allegiance
4. Discussion
  - a. FY2018 Financials/Budget
    - i. Cyndi wanted to know what we paid wacky rental: \$400
    - ii. Need to do \$250 donation to McLean County Reserve
    - iii. \$60 gift cards to Brian and Josh
    - iv. \$25 gift card to Papa G's and Lucky 7's to neighbors like last year
  - b. Haunted House Recap
    - i. Total of 3802 ticket and wrist band sales this year
    - ii. Record year again in sales
    - iii. 467 on un-haunted house – 2x over the last year
    - iv. No police required incidents
    - v. Had an actor on un-haunted day that collapsed and got hurt but nothing serious
    - vi. Next year discussion
      1. CIA needs to be a part of the planning
      2. Still need to keep ticket sales in the park because of parking
      3. Laser tag didn't go over very well
      4. Need to put lighted sign that was in cemetery at McManus Park and it needs to be fixed
      5. Need lights for banner in cemetery
      6. Add to Google where ticket sales are located
      7. Add a user review capability on our website
      8. Talked about our facebook pages – 3 pages
      9. Continue to partner with movie theatre & drive-in
      10. Idea: Partner with more businesses and also charity
      11. Radio: Need to continue to use them
      12. Need: To get outhouse for HH for customers - How do it get cleaned?
      13. Need: Road Closed on actor park

14. Need more signs
15. Raise price: \$7 single; \$12 single fast-pass
16. Lack of actors is a concern
17. Need to market more to College kids
18. Asked for a new-used trailer for HH – need to move stuff to trailer once we get it

c. Christmas

- i. Banners & Display in Park on 11/12 @ 2
- ii. Don & Cyndi started last week – Cub Scouts helped
- iii. Cookies with Santa
  1. Planning for 300 because of the success of un-haunted
  2. Debbie S is doing pictures again
  3. Neil R and Ken K are doing Santa
  4. Live nativity on Sat night
  5. Cyndi can help on 9<sup>th</sup> (am) & 10<sup>th</sup> – decorate on 8th @ 6pm
  6. Jill can help 9<sup>th</sup> (pm) & 10<sup>th</sup> – decorate on 8<sup>th</sup> @ 6pm
  7. New decorations for park will be presents – need to decide whether we buy or build

d. FY2019 Event Plan and Budget – No discussion

5. Public Comment

6. New Business

- a. Motion to Approve the August 10, 2017 Events Committee Meeting Minutes (Cyndi / Steve 5-0)
- b. Motion to Approve Request to Build New Christmas Display – No action
  - We will buy something with our \$900 budget

7. Old Business

- a. Motion to Approve Christmas Lighting Contest Rules and Scoring System (Mike / Steve 5-0)
  - Like that it covers al

8. Motion to Adjourn at 8:18 pm (Julie / Cyndi 5-0)