

VILLAGE OF DOWNS EVENTS COMMITTEE
REGULAR MEETING MINUTES
6:00 PM
FEBRUARY 14, 2019

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

1. Call to Order at 6:03 pm
2. Roll Call
 - a. Present: Jill Kasprzak, Julie James, Linda Roberts, Mike James, Cyndi Miller, Steve Miller,
 - b. Absent: Ken Kasprzak, Fred Myers, Sarah Gassaway
 - c. Quorum to do business was declared by Mike James
3. Pledge of Allegiance
4. Discussion
 - a. Transworld Conference
 1. March 21-24, 2019
 2. 11 people are attending
 3. \$2,000 petty cash
 4. I don't know if we will have our hoodies ready by that time
 5. Pre-order for fog and contacts lenses – asked for orders and will place
 - b. Easter Breakfast and Egg Hunt Plan
 1. April 13 is the date
 2. Mike hasn't talk to churches but assuming
 3. Mike hasn't talk to churches but assuming they are interested in doing it and he will also talk with the new owner of Lucky 7's to see if they will be willing
 4. Julie and Mike will do an Action Team to help with purchases - \$250
 - c. Advertising and Sponsorships
 1. Julie - Contact for consultant for doing a Marketing Plan for the HH – Stephanie Callahan – Julie will set up a meeting with her for a Tuesday or Thursday
 2. Chamber of Commerce was frustrating, and we will not waste our time
 3. Gameday is advertising this month, we didn't advertise in Jan
 4. Might want to double down in a big event month
 5. What's happening in Downs ads for April for May activities
 - d. Car Show
 1. Budget will be similar to last year
 - e. Clean-up Day

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1. Nothing to report – Les usually does all the arrangements for what we need.
 - f. Movie in the Park
 1. Thoughts for movie: Denise the Menace or Herbie Fully Loaded. Committee liked Herbie.
 2. Talked about getting a portable screen. Would work well for rainy days, but the outdoor screen is a lot bigger
 3. We could maybe use an action team to help with funding
 - g. Freedom Run & 4th
 1. Coordinators want to raise money this year to pay for a bike and water station
 2. Would like to have Parks breakfast also raise money for water station
 3. Julie asked them to put a donation box on registration
 4. Contract extension may be offered for fireworks
 5. Mike talked to Jeremy about music, but we don't need music on 4th. Julie suggested maybe a live remote
 6. Mike needs to contact vendors
 7. Entertainment is secured, but haven't secured HS band
 8. Glenda picks who does the remote start for FW
 - h. FY2020 Event Plan and Budget
 1. Linda talked about the Pig'n Out in the Park
 2. Mike covered what he and Eric discussed. Fred wasn't in attendance, so Linda didn't have all the information
 3. Left most of the budget the same as FY2019 as we don't have a lot to change
 - i. Other
5. New Business
- a. Motion to Approve Meeting Minutes for January 10, 2019 (Cyndi / Steve 6-0)
 - b. Motion to Approve FY2020 Event Plan and Budget (Julie / Steve 6-0)
 - c. Motion to Approve Transworld Purchases as needed (Jill / Steve 6-0)
6. Old Business - None
7. Motion at Adjourn at 7:16 pm (Mike / Steve 6-0)