



VILLAGE OF DOWNS  
EVENTS COMMITTEE  
REGULAR MEETING AGENDA

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

May 9<sup>th</sup>, 2019  
6:00 pm @ Village Hall

1. Call to Order at 6:00 pm
2. Roll Call
  - a. Mike James, Ken Kasprzak, Jill Kasprzak, Linda Roberts, Cyndi Miller, Steve Miller (arrived at 7:06 pm) – Present
  - b. Fred Myers, Julie James – Absent
  - c. Quorum to do business
3. Pledge of Allegiance
4. Discussion
  - a. FY2020 Budget Update
  - b. Easter Breakfast and Egg Hunt Overview
    1. \$458 in donations from the breakfast
    2. 122 hunters for the Easter Egg Hunt – Record
    3. OTTER – Hired a crew to come in a clean-up prior and also, they were very happy with how it went
    4. Didn't hear anything from Sam's, but we had the Thrivent gift card
    5. Went over the shopping list and made some adjustments
  - c. Advertising and Sponsorships
    1. Mailing for advertisers and sponsors for 4<sup>th</sup> will be mailed this week
    2. Freedom Run donations/sponsorship are going really well
    3. Friday folders advertising for mother/son dance – max 200
    4. Covered the radio advertising and plan for radio for the next 3 months
    5. Need Jeremy to do more selling on businesses in order to continue
    6. Need the next year's plan for Neuhoff Media
  - d. Car Show
    1. May 13-19 will be radio advertising
    2. Ken will do the Mayor's choice in Mike's absence
  - e. Clean-up Day
    1. Will have to charge for electronics
    2. Ad will go in flyer – no radio advertising
  - f. Movie in the Park
    1. Flyer went out in the Friday folders and village flyer
    2. It will have a radio spot
  - g. Freedom Run & 4<sup>th</sup>
    1. Advertising is going well, but haven't seen a sign-up for the freedom run but Linda thought she saw it on FB
    2. Downs Pyro Team has a few people interested – Mike needs to send the group information on how to get licensed.
    3. June 27 – we are shooting the church camp show
    4. Parade – modified route so that it will go thru the park to avoid grid lock
    5. Parade organization and lineup – registration cut-off so that it is easier to line them up



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6. Idea: Setup signs that show parking vs lineup
  7. Idea: Put FD in high school circle to “sprinkle” them into the line-up
  8. Idea: Use the vest and walkie talkie
  9. Church has solicited for volunteers – need a list of things, please send it to me
  10. Need to send solicitations to Vendors – Coordinators for Volleyball
  11. We will do cotton candy
  12. Need donation collectors for door-to-door
  - h. BBQ/Craft Event
    1. Linda didn’t think that we would be able to swing it this year and we needed more research and time.
    2. Linda will release the pavilion reservation
  - i. Haunted House
    1. Starting clean-up and take down of HH
    2. Need to post on FB for an electrician volunteer to help with the wiring at the HH
    3. New logo is almost complete
    4. Cyndi will get window clings made for cars
    5. Jill suggested that we might try to also have logos on back of our shirts for sponsors
  - j. Cookies with Santa – Nothing to report
  - k. Other
    1. We will redo committee members again next month via motion for recommendation to the Village Board -
  5. New Business
    - a. Motion to Approve Meeting Minutes for April 11, 2019 (Cyndi / Steve 6-0)
  6. Motion to Adjourn at 7:10 pm (Ken / Linda 6-0)