

Highland Council of Community Events (HCCE) March 12, 2020 Meeting Minutes

Called to Order Time: 7:05pm Called to Order By: President, John Breslin

HCCE Member Attendance: Chris Kornaus, DeAnna Christ-Kornaus, Victoria Smith, Christine Gonzalez, Dean Smith

Sub-Committee Members: Michael Blejski, Allen HCCE Officers Present & Absent:

President- John Breslin	Vice-president – Dean Smith
Financial VP- Liz Breslin	Secretary- Jacqui Herrera

Liaisons Present: Roger Sheeman, David Byers (deadline to publicize Beer Garden in magazine), Mark Herak

Guests Volunteers, & Contractors: John Gage (of Cottage Grove), Director of large Chicago parade for Shriners (4 parades/11 years Whiting parade)

Minutes Review: N/A

Financial Report: N/A

Liaison Report: Roger stated that music contract was not approved at meeting, will discuss at upcoming Canadian National will have a banner and booth at the festival Mark Herak confirmed that we will be closing off 5th between and Jewett for trucks

DeAnna and Chris left meeting at 7:30pm

Committee Reports:

Memorial Day- Kristen Smith assisted by Christine Gonzalez- Tori presenting, Email sent to American Legion, working with Larry Higgins, Tom Lounges for sound is done, contacted MR. Merkeley will sing again and Tom is aware; Elks Lodge sent email but not responded, Chief Hojnicki has been notified with date and time; Michael Griffin available for invocation; Mark Schocke will do ; will contact Gail, ReWright Printing for pricing and koozees; program is still in progress; Christine ordered flowers from Williams; Mike Cardone will donate water; Jacqui will be helping Larry get in touch with scouts; request that committee members come up with other options other than flags

Arts & Crafts- Jacqui Herrera assisted by Kristen Smith; Roger Sheeman mentioned HMS, we are looking to aim for more crafters and less people selling items at resell; Dave will send list of vendors from Lincoln Center

Fireworks- Liz Breslin- having them

Kiddie Parade- Chris Kornaus assisted by Mike Blejski- on Sunday

Twilight Parade- Christine Gonzalez assisted by Kristen Smith & Liz Al-Akel – Liz A to check with Times on cost, design will follow and we will know how many adds can be sold; emailed Liz on 3/6, Kristen needs to know who to contact from Canadian National. Volunteers to help line the parade route.

Entertainment- Tom Lounges- will take care of contract needed from Tom

Food- Liz Breslin assisted by Jacqui Herrera & Liz Al-Akel; some changes being made; current vendors will have a cutoff date to open for new vendors. Duplication of items was brought up as Big Frank's wants to come in and they also sell Polish items.

We will have a sampling day on opening day.

Wording needs to be changed for cancellations; no to refund, possible credit for following year (Jacqui will do on applications.)

Motion for fees Liz B Seconded Mike B.

Publicity- Liz Al-Akel assisted by Kristen Smith – Roger to work with John to create a letter for local business sponsors; Allen says to ask Straks; Tori mentioned Canva app for posting to social media (FB/instagram/etc); DeAnna and Tori to help with FB/social media

Security- Roger

Look into who will be emergency responder for events.

Grounds- John Breslin assisted by Dean Smith & Chris Kornaus- will talk with Chief to find out about confirming application/permit for beer garden and closing streets; need more porta-potties split into 3 different quotes (parade grounds, carnival camp and parade route)

Santa Parade- Deana Kornaus assisted by Chris Kornaus & Christine Gonzalez - tabled Trunk or Treat- Deana Kornaus assisted by Christine Gonzalez & Kristen Smith- tabled

New Business:

Beer Garden- discussed with committee with map to give a visual.

5th Street will encompass food trucks. There will be 4 access points; still need to decide if we will ID at access point or at beer tent. 5th Street access off of parking lot for committee and bands. Police will be present throughout event. 10x20 tent to be rented for the beer sellers and fencing around it.

Beer Garden closing at 6pm on Sunday,

Mike B hasn't heard from Beer Geeks yet.

John talked to Malt Brothers and Concession Stand at Wicker Park; Malt Brothers 70/30 to do all the work necessary for the booth including security, set up, take down, they will only provide their products; Brian at Concessions willing to do more

Motion: Liz B. Second: Dean Smith

DeAnna questioned if we would be buying bands....still to be decided and who will be doing bands.

DeAnna, Chris, Mike B., Christine, Tori expressed concern about fencing location.

We are cleared with police and parks and council to move forward.

Need extra trashcans by entrances/exits

OLG still doing their event; may be park for a fee.

Liz B- Mad Bomber contract for this year \$30k (\$25 for 4th, 5k for NYE) Motion Liz Approved Dean

Parade theme: "Crossroads of America" Motion Mike B. Approved: Liz B **Memorial Day- Kristen-** looked into lapel pins, koozies, tabled motion to vote on items Possibly look at opening at 3pm on Friday, July 3rd but need to get ok with Donnie Last blast Sunday 5/6-9pm; bracelets on parade night, do we have a first night bracelet??

Motion to adjourn Meeting:

Motion: Liz B. Second: Dean Vote: Passed

Special Meeting scheduled for: March 26th to discuss Beer vendor **Upcoming HCCE Meetings:** April 9th

Respectfully Submitted: Jacqui Herrera, Secretary

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