

HCCE Minutes

Meeting date | time 6/1/22 | 6:35pm | **Meeting location** Upper Town Hall

Type of Meeting	Regularly Scheduled
President	Jacqui Herrera
Vice President	Sandy McKnight
Treasurer	Allencia Ballard
Secretary	Jeffrey Pena

Members Present: Jacqui Herrera ,Allencia Ballard, Sandy McKnight, Linda Carter, Jeffrey Pena

Liaisons Present: Mark Schocke (Town Council)

Dave Byers (P&R)

Additional Attendees: Rachael Carter Mark Herak

Minutes Review - May minutes motioned to be accepted by Linda Carter and 2nd by Sandy McKnight. Motion passed.

Financial Report – Receipts were discussed for Memorial Day and 4th of July Festival

Liaison Reports – Liaisons will be reaching out to find vehicle for Grand Marshall. Offered full support with committee needs to plan 4th of July Festival

Additional Topics Presented

- Planning of fall fest will be the focus of the next meeting along with a recap of the 4th of July Festival.

Committee Reports:

- Memorial Day Ceremony was a success. The committee would like to thank all groups and speakers who assisted in the event. Event photos have been posted on facebook page.
- Committee will be using facebook to continue to post events and volunteer sign ups.
- Committee Members will be signing up for Festival hours to work Ticket Booth, Grounds, and Parade set up.
- 4th of July Vendor sign ups are live. Volunteer sign ups are live Kiddie Parade and Twilight Parade Sign ups are live. All Sign ups are posted on the Community events facebook page.
- Fireworks show and National Anthem Singer is set. Backup plan for National Anthem is set up as well in the case of an emergency cancelation.
- Kiddie Parade is set, Volunteers are ready and are aware of what needs to be accomplished. Goodie bags for the participants will be made prior to event.
- 8 non-food vendors are confirmed. 17 Food vendors are confirmed. Twilight Parade Spots are filling up fast.
- Panorama flier is ready to be sent out. Gazebo Express flier is ready to be sent out. The NWI Times flier is ready to be sent out.
- Linda Carter motioned a maximum of \$2200 to be spent on Times fliers to reach Highland, Griffith, Munster, and Schererville and 200 copies for festival. This motioned was 2nd by Allencia Ballard and passed by all.
- All permits required for 4th of July Festival have been acquired.
- Staging of Grand Marshall and Judges was discussed.

- The idea of adding winners for the twilight parade participants in the following categories, Best decorated, Most creative, and Best performance was discussed. Mark Schocke added a trophy for the winners would be an ideal prize.

Old Business: Discussed ways The Memorial Day Ceremony could have improved for next year.

New Business: The current focus of the committee will primarily be on Twilight, Kiddie Parades and 4th of July festival.

Next Meeting: July 10th 6:30pm Upper Town Hall

Adjournment: Jacqui Herrera motioned for meeting to be adjourned. Linda Carter seconded that motion, all agreed. Meeting adjourned at 8:05pm.