



Village of Brookfield

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HOME OF THE CHICAGO
ZOOLOGICAL SOCIETY

SPECIAL EVENTS COMMISSION

July 20, 2011 at 7:00 pm

Location: Edward Barcal Hall
8820 Brookfield Avenue, Brookfield, Illinois

AGENDA

- I. Call to Order
- II. Roll Call
- III. New Business
 - a. Staff Update
 - b. Discussion of Fall and 2012 Events
 - c. Holiday Celebration Discussion
- IV. Old Business
 - a. Approval of Minutes from June 8, 2011 meeting
 - b. Summer Events Promotion
 - c. Independence Day recap
- V. Questions or comments from audience
- VI. Next Meeting – August 10, 2011
- VII. Adjournment

Individual with a disability requiring a reasonable accommodation in order to participate in any meeting should contact the Village of Brookfield at (708) 485-7344 prior to the meeting. Wheelchair access may be gained through the front (South) entrance of the Village Hall.

STAFF UPDATE JULY 2011

2011 CONCERTS

Great Lakes Naval Band has been replaced by Mike Rovner. We did contact a couple of other bands that we spoke to prior to setting our concert schedule and they were either booked or raised their price for a last minute booking.

We had about 200 people at the Dooley Brothers concert. Our Kettle Corn/Lemon Shake up booth was well received, but the vendor was expecting a larger crowd. They are going to be at the next concert and will then make a decision as to whether or not they will continue.

OUTDOOR MOVIES

We had about 100 people in attendance at the movie. We were unable to sell popcorn at the movie since the warming light burst when the machine was turned on. Luckily no one was injured. Thanks to all who helped with set up and tear down.

SUMMER EVENT PROMOTIONS

In addition to the flyers distributed door to door by the commissioners, a great deal of the town was covered by volunteers from the Jaycees. Several people who attended the concert mentioned that they came because of the flyer delivered to their home.

INDEPENDENCE DAY

We have 70 entries scheduled to be in the parade. We lost a couple of the paid groups at the last minute due to lack of participants. In addition to our regular events of the day we will have the air brush tattoo artist that participated in the Battle of the Bands. He will offer tattoos at a nominal charge. Thanks to all who helped pull off the parade and party in the park.

Special Events Commission

Meeting Minutes

June 8, 2011

1) Call to Order

Meeting was called to order at **7:11 p.m.**

2) Roll call

Voting members present:

Andy Kenning, Debbie Kenning, Jim Perry, Dale Schwer

Non-voting members present:

Kevin McCarthy, Department of Public Works

In attendance

Arlene Rovner, Recreation Department; Jessica Rovner, Recreation Department

3) New Business

Commissioner A. Kenning put forth an idea for a new event at which participants could have an area of the sidewalk to draw on with chalk and the artwork would then be judged. Kevin McCarthy added that this could even be combined with the kite-fly that has been discussed in the past, as well as with other youthful activities such as finger painting, for a "Let's Be Kids Again" themed event.

a) Distribution of Summer Event Flyers

4) Old Business

a) Approval of Minutes from May 11, 2011

Motion by Commissioner D. Kenning to approve the minutes of May 11, 2011; 2nd by Commissioner Perry.

Commissioner Doerr: Absent

Commissioner A. Kenning: Aye

Commissioner D. Kenning: Aye

Commissioner Perry: Aye

Commissioner Schwer: Aye

Commissioner Shlifka: Absent

b) Battle of the Bands Recap

Staff update was read. Commissioner Kenning has passed along copies of the photos he took at the event to Village staff and A Sound Education.

Discussion of getting signs for next year: 1st, 2nd, 3rd place for bands to hold for photo; band names to be displayed while they are performing.

c) Summer Concerts/Pre-concert activities

Staff update was read. Commissioners were notified of the sponsorship received for summer events. The kettle corn/lemon shake-up vendor will be at each concert and movie. Staff still has not received a response from the Navy band.

Ryan's Public House, the food vendor for the first concert, has turned in all required paperwork; staff is still awaiting the paperwork from all other restaurants.

Commissioner D. Kenning suggested having beach balls for the crowd before the July 15 concert to keep with the beach theme. Other suggestions for pre-concert activities included a bean bag toss game/tournament, opening bands, and having the veterans' groups present the evening the Navy band performs.

d) **Outdoor Movies**

Staff update was read.

e) **Summer Events Promotion**

Staff update was read. It was suggested to look into having the summer events put on the drink sleeves at Loca Mocha. Commissioners who are volunteering during the parade lineup will walk back in the parade with the banner to promote the concert series.

f) **Independence Day**

Staff update was read. Two local fire departments have responded to Commissioner Schwer so far. He will also be in contact with Troop 111 to arrange for the color guard. More applications have come in and the number of entrants is close to that of last year. The Worthwind Color Guard, a contracted drill team, will not be coming because the unit has disbanded. Staff is still looking for a Grand Marshal.

Noodles & Company may bring samples and/or coupons to the event as they did at the Battle of the Bands.

5) **Questions/Comments from the audience**

There were no questions or comments from the audience.

6) **Next Meeting - July 13, 2011**

7) **Adjournment**

Commissioner Schwer adjourned the meeting at **8:13 p.m.**