

MINUTES FOR COMMUNITY EVENTS COMMITTEE MEETING

Village Hall, 14N042 Reinking Rd, Pingree Grove, IL 60140

March 20th , 2018

6:30 PM

1. ATTENDEES-

- COMMITTEE MEMBERS - Jackie Pierce, Mary Anne Merchnt, Melissa Hirschbein, Anna Schuld, Kimberly Wylie, Grant Wylie

2. APPROVAL OF MINUTES- Approved by Mary Anne Merchut

3. MEETING ACTIONS ITEM

A. Touch-a-Truck Update

1. Melissa will reach out to Sherry's daughters, to see if they can assist us with our Instagram account.
2. Melissa will post on the PGCE FB page looking for volunteers to assist with providing treats for the bake sale.
3. Treats should be delivered to the Village Hall on Friday, May 4th , by 5 pm. Kim and whoever else can help will pick up the treats that night and make sure they are packaged in individual units.
4. Trucks we have confirmed so far include: Flood Bros, Ozinga, ComEd, Police, Public Works, School Bus, Space Bus, Kona Ice
5. Everyone else will continue to work on getting their trucks confirmed
6. ChiroOne will have a booth at T-a-T, as well as both IDC days and Tree Lighting

B. Sponsor Letter Update

1. Lots of e-mails and phone calls
 1. Kim will follow up on the 3 calls on voice mail.
 2. Jackie will continue to answer questions (and cc Kim) or forward to Kim
2. We will confirm the date for sending out the follow up postcard at the 4/4 meeting
3. Kim will create the postcard for follow up and put the sponsor form on the T-a-T website, to refer people to.

C. IDC Update

1. The Village does not have dram shop insurance, so to get this coverage, it would cost PGCE, at a minimum \$476/event.
 1. For this reason, we will ask Niko's to do the beer on Friday again.
 2. This year, instead of charging per wristband, we will charge a flat fee for liquor. Total cost proposed to Niko's will be \$500 for the beer tent, then \$250 for food, per event day, the same as other food vendors.
2. CLCC will need to be closed at noon this year on Saturday of IDC. Jackie will confirm this with Lori.
3. Jackie and Anna will set up an Eventbrite page for online vendor fair

registrations. Registrations via mail and dropped off at Village Hall will still be an option.

4. A coupon code will hopefully be used for Eventbrite, for previous vendors, to give them the reduced rate, as a thank you for their continued support of our event.

5. Jackie will reach out to The Lennies to confirm their performance on Friday evening.

6. Kim will reach out to Plaza Folk Union to see if they are available as the 2nd band on Friday evening.

7. Jackie will talk to Zach Baumgarden re: possibly opening on Friday night, as well as playing on Saturday night of IDC.

D. Fundraisers Update

1. So far, we've only had 20 responses to the survey. The Village sent out an e-mail today though, so hopefully that number will increase.

2. PGCE is unable to get a gaming license for poker night, because we are not 501c. However, Kim will reach out to Mike, to see if the Legion will do the poker night, under their license, and then donate the money to us.

3. The church basement is an excellent facility for fundraising events.

4. Jackie is going to check with her friend to do wine glasses. Hopefully we can host the wine glass painting event either at the church, with Niko's catering. Or, if Niko's has space, host it at the restaurant, where people can purchase food/drinks.

4. OLD BUSINESS -

A. Jackie will follow up of businesses with unpaid, promised sponsorships – Xmas Train and Milk House for Fall Concert

5. NEW BUSINESS - no new business was discussed

Next Meeting- April 4th, 2018 6:30pm (Village Hall)

6. ADJOURNMENT