

**BROWN DEER 4TH OF JULY COMMITTEE
JANUARY 17, 2018 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order at 5:30 p.m.

I. Roll Call

Present: Otto Bunge, John Buckley, Kathryn Farrington, Bob Oates, Ann Griffin, Donna Zimmer, Yvonne Jaber

Also Present: Chad Hoier, Park and Recreation Director
Anthony Iracki, Recreation Supervisor
Roberta Shelton, Resident

II. Persons Desiring to be Heard

III. Consideration of Minutes

A) November 15, 2017

It was moved by Mr. Buckley and seconded by Mr. Bunge to approve the minutes of the November 15, 2017 meeting. Motion passed.

IV. Unfinished Business.

A) Selection of Parade Marshal

Committee continued to review a list of names to consider as Parade Marshal and after discussion the Committee directed Mr. Hoier to contact two individuals about sharing Parade Marshal duties for the 2018 4th of July Parade.

Mr. Hoier said he would contact the two individuals and bring back their responses for approval at the February meeting.

V. New Business

A) 2018 Fundraising Letters

Mr. Hoier informed the Committee that the first business fundraising letter was mailed the week of January 8 and he will have an update of the funds received at the February meeting. Mr. Hoier also stated that follow up fundraising letters will be mailed in March.

B) Water Bill Round Up and Raffle

Mr. Hoier informed the Committee that he had spoken to Tom Nennig in the Water Department and they were on board again with the Round Up Your Water Bill fundraiser to help support the 4th of July Celebration again this year. The 4th of July round up message will be on the first two quarterly bills of 2018.

Mr. Hoier reviewed the raffle procedures with the Committee. The Committee agreed again for 2018 to list dollar prize amounts on the tickets. Raffle ticket sale will kick off again this year during the April election at the Village's three polling locations.

C) Discussion of Equipment and Beer Vendors

Mr. Hoier informed the Committee that request for quote letters will go out to equipment and beer vendors and will be considered at the February meeting. Equipment quote letters will be mailed to Brookfield Party Rental, J&K Rental and Canopies. Beer quote letters will be mailed to Beer Capitol and Beechwood Distributing.

VI. Committee Reports

A) Fundraising

B) Publicity

C) Entertainment

Committee discussed other entertainment options to offer during the time after the parade and before the performance of the Eddie Butts Band.

D) Parade

Parade unit request letters will be mailed out by the end of January.

E) Beer Tent

F) Food Tent

G) Volunteers

VII. Scheduling of Next Meeting

A) February 21, 2018

Committee members in attendance agreed to schedule the next meeting for February 21, 2018.

VIII. Adjournment

Upon proper motion, the meeting was adjourned at 6:20 p.m.

Chad Hoier, Park and Recreation Director