

Minutes
Special Events Committee
Wednesday, May 18, 2022
5:30 p.m., Conference Room, Public Works Building



I Roll Call

Present: Donna Zimmer, Priscilla Hightower Thompson, Lisa Walker, John Buckley, Carla Teat, Lindsey Vang, Sandy Jones

Absent: Deborah Woods and Dorinthia Robinson

Also Present: Danielle Gross, Park & Recreation Director, and Lt. Amy Koeppel, Brown Deer Police Department

II Persons Desiring to be Heard

III Consideration of Minutes

A) April 20, 2022

It was moved by Ms. Walker and seconded by Mr. Buckley to approve the minutes of the April 20, 2022 meeting. The motion carried.

IV Unfinished Business

A) Fireworks Display

Ms. Gross discussed the budget conversation she had with J&M Fireworks about the two show options that were on the table. It was discussed that there was a slight miscommunication, and that Brown Deer would not be able to increase the budget to accommodate the choreographed show with music in 2022. Discussion followed about what steps may be taken in the future to accommodate the choreographed show with music.

B) Raffle Ticket Sales

Discussion about when and who would sell raffle tickets ensued. Locations like Board Meetings, Community Vibes and Village Hall were mentioned.

C) Opening Ceremony

The committee discussed what the opening ceremony would include.

- Scout Troop presenting colors
- Singing of National Anthem
- Recite Declaration of Independence
- Bike Parade
- Speakers- Village President, and Village Manager

V New Business

A) Staff Report

Ms. Gross presented the staff update. Update included:

- Current Donations: \$5,409.00
 - i. \$3,470.00 from first business letter/Resident Donations
 - ii. \$ 1,589.00 from first water bill round up
 - iii. \$350.00 from Raffle Ticket Sales
- Listed to do list items for upcoming summer events

VI Committee Reports

A) Fundraising

B) Publicity

Ms. Vang led the discussion about promoting the water bill round up, publicity about opening ceremony, and raffle tickets. Discussion about where items would be posted followed.

C) Entertainment

D) Parade

E) Beer Tent

Mr. Buckley updated the committee on volunteers, beer ordering, and closing time of 10:30pm.

F) Food Vendors

Ms. Walker updated the committee about Rose Mob and Smooth Boar committed for Fourth of July and in the talk for Community Vibe dates. Kurt Schulz will be the food vendor for the July Vibes date.

G) Volunteer

VII Scheduling of Next Meeting

A) June 15, 2022

Committee agreed to schedule the next Special Events Committee meeting on Wednesday, June 15.

VIII Adjournment

Upon proper motion, the meeting was adjourned at 6:28 p.m.

Dated: June 14, 2022

Danielle Gross, Park & Recreation Director