



**MINUTES FOR COMMUNITY EVENTS COMMITTEE MEETING  
Village Hall, 555 Reinking Rd, Pingree Grove, IL 60140**

Wednesday, July 17, 2019  
6:30pm- Village Hall

1. **ATTENDANCE**- Jackie Pierce, Melissa Hirschbein, Mary-Anne Merchut, Frank Lech, Candace Lech, Judy Triano and Karen Weeks
  
2. **APPROVAL OF MINUTES**- Mary-Anne Merchut
  
3. **MEETING ACTIONS ITEMS**
  - A. Independence Day Celebration Lessons Learned

Friday Night:

- Randall Road House- Said all went good, wants to come back, food was reasonably priced
- 190 wristbands sold for alcohol
- Taco lady needs clear explanation that she does not sell food on
- Revise Vendor Agreements to express food sales etc.
- Power sources in more locations to spread the vendors out a bit.
- Kona Ice- made about \$160
- Sound Guy- good
- Bands- Bands did good, possibly look into switching them up.
- Set up parade route Friday night
  - Signs for
    - Restrooms
    - Wristbands
- Tent- Look into a vendor for small tents
- Brand Friday night
- Advertising- more advertising- who, what prices, what food- do a better job in advertising
- Set up crew earlier in the day

- ID tent by the alcohol area
- Signage- (“All Events for Pingree Grove are self-funded”)
- Wristbands for all attendees for attendance
- Different color for alcohol
- ATM or more credit card options
- Rubber bracelets for Friday night for taking attendance
- Easy clean-up
- Kabota taking the trash cans was great!
- Lemonade lady- no straw wrappers
- “No Dog and No Bicycles”
- Money box with separators
- Title it- Friday Nights Beer and Bands

#### Saturday

- Parade:
  - Need staple gun on the Kabota
  - Parade moved really well this year
  - Street cleaner- great idea, right after the parade.
  - Give-a-ways were great- bracelets and glasses were great (get better sunglasses)
  - Numbers of people was impressive
  - Kids were going into the road too much
  - Grand Marshall winner was great
  - Bigger barricades
- Sponsors:
  - Hospitals
  - Kane County Cougars
  - Santa’s Village
  - Schaumburg Boomers
  - Randall Oaks Petting Zoo
  - ComEd
  - Hit up Starks corner more
  - New Vet
  - Jewel/Osco
  - Woodmans
- Vendor Fair
  - More vendors- we started late
  - Possibly set them up in a different location.
  - They MUST leave by 8:30pm

- Give the vendors a space in the parking lot
- Need Orange vests
- Need flashlights
- Escape Room:
  - Need to charge more
  - Have them arrive after the parade
  - Pull into the lot to be able to just pull out
- Police- we needed more presence in the ballfield area
- Food
  - Map of where the vendors should set up
- Car Show
  - Different time- 9am until 3:00pm
  - Get the Shop Class from High School to help work it.
- Fireworks- Had a few mistakes, need water fireworks
  - Barricades must be better and stay up until Monday
- DJ- lost microphone during singer

Clean-up was great

#### 4. **OLD BUSINESS- None**

#### 5. **NEW BUSINESS**

##### a. **Village Hall Grand Opening**

- i. Food are in Garage
  1. DQ Dilly Bars
  2. Donuts from Goebberts
  3. Water and Coffee
  4. Milk House donations?
- ii. Scavenger hunt during tours- Jackie will put together
- iii. Give-a-ways
  1. Melissa is looking into cookies
  2. Pens/Pencils
  3. Packages of Seeds (PG logo- A place to grow)
  4. PG tattoos
  5. Construction hats for kids?
- iv. Ribbon and scissors for cutting
- v. Confetti
- vi. Balloons
- vii. Raffle Baskets

#### 6. **Next meeting- August 14, 2019- 6:30pm (Village Hall)**