

Community Events Committee

CITY of ROELAND PARK

Draft Meeting Minutes

Wednesday, February 18th, 2015

Roeland Park City Hall

Attendees

Jan Grebe, Kathleen Whitworth, Scott Ferrel, Jennifer Gunby, Nicole Dehaven (JCPRD)

Call to Order by Scott Ferrel

Approval of Minutes: The minutes from the January 2015 meeting were approved as written

Old Business

- None

New Business

- Team will look into providing a link to event promotional materials for Smartphones in order to reduce the amount of paper and printing needed for events
- Team will place a donation box at every event to replenish funds for city wide events
- Committee discussed the support of four events in 2015
 - **Easter egg hunt at Nall Park 4/4/15**, *Event will start at 11:00 AM, egg hunt at 11:30 AM*
 - Eggs and candy have been purchased by Jan Grebe. Funding to come from the Community Foundation. Cost \$308.23
 - Jan will take responsibility for publishing the event-PV Post, RP website, Constant contact, etc.
 - Michael will be responsible for creating the flyer for the event
 - The “hobbies” group at the Community Center will stuff the Easter eggs. Nichole will discuss with this group. Eggs to be delivered on March 20th for stuffing.
 - Scott will obtain thermos jugs from the Community Center for water and pink lemonade
 - Kathleen to provide ice and 20 special prizes for the hunt
 - Scott will secure one two sided banner to advertise the event to be placed at 55th and Roe by public works the week prior
 - Scott will obtain a bullhorn from the city for the hunt
 - Kids will be given staggered start times to begin the hunt; little ones first, medium sized second and big kids third
 - Scott to check into having the Easter Bunny at the event however, it was thought to be cost prohibitive (\$100.00 or more)
 - Scott will obtain caution tape to mark the perimeter of the hunt
 - Fundraising group will be selling R Park products at the event
 - City Wide Block Party-6/13/15

- Scott is looking to have 4-5 bands for the event using monies from the city budget
 - Taco Republic is the vendor of choice for food
 - Scott has located a generator with voltage regulation that can be used as a power source for the bands
- Barktoberfest AM (formerly Bark in R Park) at R Park in conjunction with Adult Oktoberfest PM at R Park-Date and details TBD (October)
 - Werner's is the vendor of choice for the food in keeping with a German theme
 - Team looking at two beer brewers Cinderblock Brewery and Torn Label as vendors for beer
- Christmas Tree Lighting-Date and details TBD (December)
 - Team discussed doing something different for this event and will discuss further at future meetings

Motions approved

- Meeting minutes will no longer be sent out to team members via E-mail. All members will review meeting minutes on line at the Roeland Park website

Action Items assigned

- Scott Ferrel will move forward on getting an alcohol permit for the City Wide Block Party
- Jan-Publication promotions for Easter egg hunt, egg stuffing
- Michael-Easter egg flyer
- Scott-Banner, drinks, bull horn, perimeter tape, banner, Easter Bunny
- Kathleen-Ice and 20 special treats

Other Matters/Reminders/Announcements

- **Parks**
 - **5/?/2015 11:00 AM-12:00 PM at R Park**-Arbor Day/Earth Day/New Tree Celebration. Celebrating the arrival of 21 new trees at R Park and the signage to compliment the trail.
- **R Park Initiative fundraising events**
 - **4/11/2015-6:00-9:00 PM at RP Community Center**-BBQ and Bluegrass. Catered barbeque featuring RJ's Bob-B-Que, local RP residents, music dancing, etc. Admission Fee and ticketing required.
 - **6/06/2015-10:00-1:00 PM at R Park**- Arrr Park. Pirate theme event. Healthy sack lunch offered for sale at event. More details forthcoming.
 - **10/10/15-6:00 PM-9:00 PM at RP Community Center** -Event at RP Community Center in the planning stage with music and food-Admission Fee and ticketing
- **JCPRD upcoming events at the Roeland Park Community Center**
 - **3/13/2015-6:00-9:00 PM** Kids Night Out-St. Patrick's Day Party. A kid's event featuring a Scavenger Hunt, Dinner and Shamrock Treats! \$16 residents/\$18 non-resident per person. On line registration.
 - **3/13/2015-6:00 -9:00 PM** Kids Night Out-Carnival Fun. A kid's event featuring Crazy Crafts, Carnival Games, Prizes, Dinner \$16 residents/\$18 non-resident per person. On line registration.
- **Next Meeting: Wednesday, March 18th, 6:00 PM [third Wednesday]**