

Community Events Committee

CITY of ROELAND PARK

Draft Meeting Minutes

Thursday, June 19th, 2015

Roeland Park City Hall

Attendees

Jan Grebe, Kathleen Whitworth, Scott Ferrel, Michael Poppa, Lisa Scarnak (JCPRD)

Call to Order by Scott Ferrel

Approval of Minutes: N/A quorum not met at May meeting therefore cancelled

Old Business

Events Committee Expenditures to Date

RP Events Committee Expenditures for year 2015 to date

	ITEM	COST	DATE	REASON FOR EXPENDITURE	Funding
Event Expenditures	Bio degradable Easter eggs-1000 & candy	\$308.23	4/4/2015	Event-City Easter Egg Hunt	City
	Easter Egg Hunt Banners	\$85.64	4/4/2015	Event-City Easter Egg Hunt	City
	Refreshments, cups & prizes	\$0.00	4/4/2015	Event-City Easter Egg Hunt	Donors
	Subtotal Easter egg hunt	\$393.87			
	Live Music-4 bands	\$400.00	6/13/2015	Event-City Wide Block Party	City
	Bubble wands and solution	\$0.00	6/13/2015	Event-City Wide Block Party	Donors
	Sub-total Block Party	\$400.00			
	Grand Total to date	\$793.87			
	Funds remaining				\$ 206.13
6/18/2015	Events Remaining-1) Barktoberfest/ Oktoberfest 2) Christmas Tree Lighting				

Old Business

Review of City Wide Block Party at R Park

- Enjoyable event, approximately 500 people attended
- Werner's Food truck well received-sold out! Little kid's meals (hot dogs) need to be offered in future events for small children 5 and under
- Cost \$400.00 for four bands
- Face Painting and Balloon art popular with kids-no cost to city as parents paid for services
- Bubble wands- A hit, need more soap product next year-no cost to city as donated
- Event well publicized-Banners, website, PV Post, Roeland Parker and flyers
- Weather was cooperative
- New locations of tents and attractions acted well
- Generator with voltage regulator functioned for bands
 - Thanks to Jahn Duncan for allowing us to use the generator
- R Park Citizen's fund raising team brought in \$510.00 for R Park Amenities from bake sale, donations and marketplace
- Items that will need to be replenished for next year include 150 beach balls at a cost of \$150.00, hula hoops at a cost of \$40.00, bubble soap at a cost of \$30.00 just to keep the status quo
- Need two additional porta potties for event next year, one standard, one ADA (\$70.00)
- Fire Ladder truck presence was appreciated
- Police presence throughout was great

New Business

- Barktoberfest/Oktoberfest- Tentative date October 3rd 2015 11:00 AM

Action items

- Morning dog event-11:00 AM to 1:00 PM
 - **Jan and Kathleen** to handle dog segment in the morning to include refreshments for humans (cookies, water and lemonade), vendors, pet adoption vet, dog food truck, training demo, prizes, certificates, water for dogs, giveaways, pet parade etc.
- Afternoon human event-1:00 PM to ?
 - **Scott** has secured alcohol permit
 - **Scott** will work with beer vendors for beer tasting
 - **Scott**-Voltage regulated generator will be required for bands-borrow from Jahn?
 - **Scott** will work with bands- 3 bands 2 hour sets
 - Using Werner's food truck- vendor has committed to entire length of event-**Scott** to ask about kid's meals at a lower price
- Publication
 - Have existing banner for Bark in R Park which may or may not work. Team to review at next meeting.
 - No existing banner for Oktoberfest
 - Flyers, website, Roeland Parker-It was suggested that **Michael** handle this action item
- Inclement weather
 - **Lisa** will reserve the Community Center in case of rain

Open items for further discussion

- Lisa brought up a concern of a conflict with Royal's playoff game on this date-We may need to address by setting up Big Screen streaming of game if we want attendees
- Commercial sponsorship for events-pros and cons

Future events 2015

- Barktoberfest AM (formerly Bark in R Park) at R Park in conjunction with Adult Oktoberfest PM at R Park-October 3rd, 2015
- Christmas Tree Lighting-Date and details TBD (December) **who will fund??**

Motions Approved

- None

Other Matters/Reminders/Announcements

- **Next Committee Meeting: Thursday, July 16th, 6:00 PM [third Thursday]**