TOWN OF CORTLAND
Town Hall
59 S Somonauk Road
Cortland, IL 60112

FESTIVAL & PARADE COMMITTEE
Committee Meeting Minutes
July 14, 2016 at 7:00 P.M.

CALL TO ORDER
The Festival & Parade Committee met on Thursday, July 14, 2016 at the Town of Cortland, 59 S. Somonauk Road, Cortland, IL. Brad Stone called the meeting to order at 7:04 P.M. Those present were Maddie Brennan, Judy Butler, Samantha Lanning and Travys Lanning. Quorum was present.

REVIEW OF AGENDA
The agenda stands as presented.

APPROVAL OF MINUTES
Moved by Travys Lanning, seconded by Maddie Brennan and it was carried unanimously by a voice vote to approve the minutes as presented.

NEW BUSINESS
Community Events
Festival & Parade Updates
Funds Available: $6,496.50

Donations
Full committee will work on getting donations and/or silent auction items.

Summer Fest
Performance Agreement for Bands Update:
All performance agreements have been signed and delivered to the Mayor; Russ Stokes, on July 11, 2016, for review and signature.

Food Vendors:
All Confirmed
Cassie's Popcorn – Seasonal permit
Cortland Lions Club – Need to apply for permit
Cortland United Methodist Church – New Vendor / selling Icee pops and five games for the children – No permit needed, per Health Department
Cream King – Seasonal permit
Dough Brothers – Need to apply for permit / Not sure if they will have enough staff to participate. Dough Brothers will call Judy Butler on Monday to confirm.

Tinez Tacos – Seasonal permit (will bring generator)
Tom & Jerry's – Seasonal permit

Children Activities:
Judy Butler received the agreement from Tower Hill Stables for Saturday, August 13, 2016. Pony rides and petty zoo will be from 12:30pm – 4:30pm (new times). Deposit of $562.50 has been mailed.

Additional Vendors(s) Update:
Resource Bank ATM – Confirmed No charge for using the ATM. ATM mobile unit not a kiosk.
Euclid Beverages – No longer brewing Summer Shandy. Euclid is starting to brew Oktoberfest. Supposedly, Oktoberfest is more popular when Summer Shandy.

Master of Ceremonies Update:
Chuck Lanning has been in contact with Steve Summers and he has agreed to MC on Friday night for $50.00. Steve Summers cannot comment to Saturday.

Pastor, Sandi Graber, will give the opening prayer on Friday and Saturday. Dennis Lexa, National Anthem, on Friday and Saturday.

Silent Auction Donations:
Full committee will work on silent auction donations.

Volunteers:
Full committee will work on getting volunteers. Judy Butler has contacted Court Services.

Additional Assignments:
T-Shirt color has been chosen, neon lime green. Brad Stone has placed the order.
Banners have been delivered to the Sign Shop. Need to also update the yard signs.

Checks to Issue Update:
The Town of Cortland needs the list of checks for bands and vendors by July 18, 2016. Brad Stone dropped off a "draft" on July 11, 2016. Judy Butler will get the most up-to-date list to the town by the deadline date.

Advertising
Samantha Lanning has designed and printed the flyers. Advertising includes the following for Summer Fest; Cortland Library, Town Marquee, MidWeek (1 ad), Orange Peel Gazette (1 ad), Daily Chronicle (1 ad), Town Website, Cortland Elementary School, Cortland Lions Club Website, Facebook, Boy Scouts, WLBK and flyers distributed around town and local businesses. Full committee will distribute the flyers.

The committee has chosen the theme for the October 9, 2016 parade. Honoring the service and sacrifice of our service men and women, we have chosen "Salute the Troops".

Committee Meeting
Meeting dates:
August 3, 2016
August 10, 2016

ADJOURNMENT
Moved by Travys Lanning, seconded by Samantha Lanning and it was carried unanimously by a voice vote to adjourn the meeting at 8:31pm.

Judy A Butler
Cortland Community Festival & Parade