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

FESTIVAL & PARADE COMMITTEE
Committee Meeting Minutes
July 21, 2015 at 7:00 P.M.

CALL TO ORDER
The Festival & Parade Committee met on Tuesday, July 21, 2015 at the Cortland Fire Station, 30 W North Street, Cortland IL. Brad Stone called the meeting to order at 7:00 P.M. Those present were Judy Butler, Samantha Lanning and Travys Lanning. Also present, Town Board Trustee, Chuck Lanning. Quorum was present.

REVIEW OF AGENDA
The agenda stands as presented.

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

NEW BUSINESS
Community Events
Festival & Parade Fund
Funds Available: $13,582.72 + $350.00 in donations (listed below) = $13,932.72

Donations
$100.00 - Denny PT Solutions (Moose(L) Up Gym)
$150.00 - Fly America Inc.
$100.00 - Tailwind Furniture

Summer Fest
Bands / Liability Insurance – All bands have been contacted.
Friday, August 14, 2015

J. D. Tucker	6:30pm – 8:00pm
Blue Voodoo	8:30pm – 11:30pm

Bands:
Saturday, August 15, 2015

The Relics	12:30pm – 3:30pm
Rock Barn Band	4:00pm – 7:00pm
Back Country Roads	7:30pm – 11:30pm

Food Vendors: *Saturday only in italic*
Boy Scouts (Saturday only, in Lion's Den-selling funnel cakes)
Cassie's Popcorn
Cortland Cub Scouts (Saturday only, selling frozen fruit and water in the park)
Cortland Lions Club (Saturday only, in Lion's Den)
Cortland United Methodist Church (Saturday only, by the Library-Root beer &/or Root beer floats, accepting donations only)
Dough Brothers
Taco Real
Tom & Jerry's

Vendor Update:
Champion Fencing – Fencing for beverage garden and children activities (Invoice received)
DCV Imports – Fireworks on Friday (Invoice received)
Euclid – Beverages have been approved by committee. Judy Butler will place order. (Need invoice)
Tool Time Rentals – Tents/Tables/Chairs/LED lights for tents (Invoice received)
Waste Management – Port-a-potties, Wash stations and Dumpster (Confirmed)

Fest will need two new burn barrels. Chuck Lanning will get the burn barrels.

Committee also reviewed the "Responsibilities for Summer Fest list". Streets & Maintenance Department will be updated to Public Works Department, per Travys Lanning.

Children Activities:
Cortland Library has received the funds needed to host the Saturday event. The library will sponsor the event from 12:00pm to 4:00pm and will have activities on the North side and inside the Lion's Den. The library has added the pony rides and petty zoo.

Silent Auction:
Full committee will collect silent auction items. Currently we have eight items.

Order T-Shirts:
Brad Stone will order t-shirts for committee and volunteers. The color red has been selected by the committee.

Volunteers / Scheduling:
Full committee is working on getting volunteers.

Expenses / Checks needed:
Judy Butler will submit list to the Town by August 3, 2015. Checks will be ready for pick up on August 7, 2015.

Advertising
Samantha Lanning has contacted the Town of Cortland with the information for the Town Newsletter. Flyers have been printed and have been distributed to local businesses and various media. Media includes; Cortland Library, Town Marquee, MidWeek, Orange Peel Gazette (August 1, 2015 issue), Daily Chronicle, Town Website, WLBK, Dough Brothers (flyers will be attached to delivery orders) and Facebook.

ANNOUNCEMENTS/ADJOURNMENT
Meeting dates:
August 4, 2015
August 11, 2015

Moved by Samantha Lanning, seconded by Travys Lanning and it was carried unanimously by a voice vote to adjourn the meeting at 8:24pm.

Judy A Butler
Cortland Community Festival & Parade