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

FESTIVAL & PARADE COMMITTEE
Committee Meeting Minutes
August 25, 2016 at 7:00 P.M.

CALL TO ORDER
The Festival & Parade Committee met on Thursday, August 25, 2016 at the Town of Cortland, 59 S. Somonauk Road, Cortland, IL. Brad Stone called the meeting to order at 7:17 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 Samantha 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: $16,423.38
Revenue pending: Refund check for Euclid, Champion Fencing and Silent Auction items

Donations
Full committee will work on getting donations.

Summer Fest
Pros:
Food vendors reasonable priced
Good weather, both days
Bands - great
Sound and Lighting - good
ATM – 60 transactions (total for both days)
Pony Rides and Petty Zoo – Great event for kids

Con:
One person wished we had pie.

Silent Auction Update:
Judy Butler only has two people to collect money from. Current amount collected $1,072.95.

Invoices to Submit: Received at meeting
Rush Power Systems $150.00 (Spider box and Cord Rental)
4imprint Inc $857.50 (Koozies)

Parade and Festival
Parade participant list was distributed and committee received parade entry form packet, envelopes and postage stamps for mailing.

Food Vendors:
Cassie's Popcorn
Cream King
Tinez Tacos

Cortland Lions Club will provide 700 hot dogs and buns for the parade participants.

Attractions:
Attractions approved by full committee. Judy Butler will drop off the contracts and certificate of liability insurance for the Mayor to review and sign.

Palmer Marketing - Obstacle Course / Gladiator Joust / Castle Bounce House / Bungee Run / Trackless Train / Tickets / Attendants (6) / 10' X 10' Tent / Generators (3) $3,200.00 (Deposit $1,600.00)

Windy City Amusements - Bumper Cars (10 to 12 Cars) 50' X 55' space needed. Set-up on Saturday, October 8, 2016. $5,000.00 (Deposit $500.00)

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

Committee Meeting
Meeting dates:
September 8 & 22, 2016
October 6, 2016

ADJOURNMENT
Moved by Maddie Brennan, seconded by Judy Butler and it was carried unanimously by a voice vote to adjourn the meeting at 8:25pm.

Judy A Butler

Judy A Butler
Cortland Community Festival & Parade