

**TOWN OF CORTLAND
59 S. Somonauk Road
Cortland, IL 60112**

**Festival & Parade Committee
MEETING AGENDA**

**August 3, 2016
7:00 pm**

Meetings are held at the Town of Cortland, 59 S. Somonauk Road, Cortland, Illinois

- I. Call to Order**
- II. Review of Agenda**
- III. Approval of the Minutes**
- IV. New Business**
 - a. Community Events**
 - i. Festival & Parade Update
 - 1. Funds Available
 - ii. Donations
 - 1. Business or Developer – Full Committee
 - iii. Summer Fest
 - 1. Guest Speakers
 - 2. Band Update
 - 3. Food Vendor Update
 - 4. Additional Vendors(s) Update
 - 5. Master of Ceremonies Update
 - 6. Silent Auction Donation Update
 - 7. Volunteers / Assign Tasks
 - 8. Additional Assignments
 - 9. Purchase Supplies
 - iv. Advertising
 - 1. Summer Fest
 - v. Committee Meetings
 - 1. Schedule next meeting(s)
- V. Adjournment**