**Town of Cortland**
**Parade & Festival Meeting**
**August 20, 2019**
**59 S Somonauk Rd**
**Cortland, IL**

- Meeting called to order at 6:11pm
- Present were: Doug Corson, Tyler Kaelin, Samantha Lanning, Heather Black, Travys Lanning
- Doug made a motion to approve the agenda. Seconded by Travys
- Tyler made a motion to approve the minutes. Seconded by Samantha
- No one from the public wishing to speak.
- Unfinished Business:
- New Business:

  **Summer Fest:** 2020 Ideas: Bags tournament on Saturday to fill void in afternoon; jumpers 12-6pm; main entrance – 2 people; 10'x20' tent for petting zoo; Elize for Prize basket volunteer;

  Pros: Kid events; Prize drawing; things went smoothly;

  Changes: Fence footage – need more; "Beer Tickets" sign over beer tent; need a volunteer check-in area;

  **Parade:** received new Donation letters and parade entry forms; went over contact list; went over line up issues; went over chili cook-off; went over everyone's positions for day of; getting prices on donuts from Jonamac and Kuipers;
- Advertising: Nothing currently
- Next meeting will be on Tuesday August 27th at 6:30 pm
- Samantha made a motion to adjourn the meeting. Seconded by Heather
- Meeting was adjourned at 9:41 pm

Travys Lanning

Town of Cortland
Parade & Festival Meeting
August 27, 2019
59 S Somonauk Rd
Cortland, IL

Meeting called to order at 6:34pm

Present were: Travys Lanning, Samantha Lanning, Tyler Kaelin, Heather Black

Tyler made a motion to approve the agenda. Seconded by Heather

Samantha made a motion to approve the minutes of August 20. Seconded by Travys. Unanimous voice vote carried the motion.

No one from the public wishing to speak.

Unfinished Business:

New Business:

**Parade & Festival:** Received 3 entry forms; Ferris Wheel quote was $2,800, committee voted yes; waiting to hear back from the Mechanical Bull people; Cortland Library will be doing "Sand Art" and "Decorating your own Super Hero Cape"; there will be a face painter again this year; Travys will get the quote on the tent; Tyler will get a quote on apple cider doughnuts from Jonamac and Doug will get a quote from Kuipers; still looking for a few other food vendors, craft vendors, small businesses;

Advertising: Nothing at this time. We are looking into a possible Advertising/Marketing person.

Next meeting will be on Tuesday September 3rd at 6:30pm

Heather made a motion to adjourn the meeting. Seconded by Samantha

Meeting was adjourned at 8:40pm

Travys Lanning

**Town of Cortland**
**Parade & Festival Meeting**
**September 10, 2019**
**59 S Somonauk Rd**
**Cortland, IL**

- Meeting called to order at 6:36
- Present were: Doug Corson, Heather Black, Tyler Kaelin, Samantha Lanning, Travys Lanning
- Doug made a motion to approve the agenda. Seconded by Tyler
- Heather made a motion to approve the minutes. Seconded by Samantha
- No one from the public wishing to speak.
- Unfinished Business:
- New Business:

  **Parade:** Received 4 entries; went over tasks for everyone day of parade – looking for some volunteers;
- Advertising: nothing currently
- Next meeting will be on Monday September 16th at 6:00pm
- Travys made a motion to adjourn the meeting. Seconded by Heather
- Meeting was adjourned at 8:06pm

Travys Lanning

Town of Cortland
Parade & Festival Meeting
September 16, 2019
59 S Somonauk Rd
Cortland, IL

- Meeting called to order at 6:30pm
- Present were: Heather Black, Tyler Kaelin, Doug Corson, Samantha Lanning, Travys Lanning. Also present was Kelsey Sipp.
- Tyler made a motion to approve the agenda. Seconded by Heather
- Heather made a motion to approve the minutes. Seconded by Travys
- No one from the public wishing to speak.
- New Business:

  **Parade:** Received 8 more entries/booth space; Travys will order items from Midwest Tents and Event; Heather will be putting the order together for the crafts;
- Advertising: In process of making flyer
- Next meeting will be on Tuesday September 24th at 6:30pm
- Heather made a motion to adjourn the meeting. Seconded by Tyler
- Meeting was adjourned at 7:27pm

Travys Lanning

Town of Cortland
Parade & Festival Meeting
September 24, 2019
59 S Somonauk Rd
Cortland, IL

Meeting called to order at 6:41pm

Present were: Heather Black, Samantha Lanning, Travys Lanning, Doug Corson.

Travys made a motion to approve the agenda. Seconded by Heather

Heather made a motion to approve the minutes from Sept 24. Seconded by Samantha. Unanimous voice vote carried the motion.

No one from the public wishing to speak.

New Business:

**Parade:** Received 3 entries; got 1 chili cook-off entry; went over current budget; will not be doing advertising with the exception of social media and flyers; will not be ordering shirts due to budget

Advertising:

Next meeting will be on Monday September 30th at 6:30pm

Heather made a motion to adjourn the meeting. Seconded by Samantha. Unanimous voice vote carried the motion.

Meeting was adjourned at 8:11pm

Travys Lanning

**Town of Cortland**
**Parade & Festival Meeting**
**September 30, 2019**
**59 S Somonauk Rd**
**Cortland, IL**

Meeting called to order at 6:35pm

Present were: Heather Black, Tyler Kaelin, Doug Corson, Travys Lanning, Samantha Lanning. Kelsey Sipp was also present.

Tyler made a motion to approve the agenda. Seconded by Samantha. Unanimous voice vote carried the motion.

Heather made a motion to approve the minutes of August 27th. Seconded by Travys. Unanimous voice vote carried the motion,

No one from the public wishing to speak.

New Business:

**Parade:** Received 7 entry forms; Horse and carriage had to pull out of parade; everyone is going to follow up with people that have not responded;

Advertising:

Next meeting will be on Monday October 7th at 6:30pm

Travys made a motion to adjourn the meeting. Seconded by Heather.

Meeting was adjourned at 7:34pm

Travys Lanning

**Town of Cortland**
**Parade & Festival Meeting**
**October 7, 2019**
**59 S Somonauk Rd**
**Cortland, IL**

Meeting called to order at 6:32pm

Present were: Samantha Lanning, Doug Corson, Travys Lanning, Tyler Kaelin, Heather Black.

Doug made a motion to approve the agenda. Seconded by Heather. Unanimous voice vote carried the motion.

No one from the public wishing to speak.

New Business:

**Parade:** Received 6 entries; will be marking road on Wednesday; getting candy on Friday;

Advertising: We have been putting out flyers and posting on Social Media

Next meeting will be on Monday Oct. 21st at 6:30pm

Heather made a motion to adjourn the meeting. Seconded by Doug

Meeting was adjourned at 7:49pm

Travys Lanning

Town of Cortland
Parade & Festival Meeting
October 21, 2019
59 S Somonauk Rd
Cortland, IL

- Meeting called to order at 6:34pm
- Present were: Tyler Kaelin, Samantha Lanning, Travys Lanning, Heather Black. Kelsey Sipp was also present.
- Tyler made a motion to approve the agenda. Seconded by Samantha
- Travys made a motion to approve the minutes. Seconded by Tyler
- No one from the public wishing to speak.
- New Business:

  **Parade:**

  - Pros: good number of participants, hot dog meals were successful,
  - Cons: signs for parade entry direction; need officers at entry points at parade line up; nobody sat under tent-will not get next year; need better signage;
- Advertising:
- Next meeting will be on: Undecided at this point.
- Tyler made a motion to adjourn the meeting. Seconded by Travys
- Meeting was adjourned at 9:00pm

Travys Lanning