

# Community Events Committee

CITY of ROELAND PARK

## Draft Meeting Minutes

Thursday, January 21<sup>st</sup>, 2016

Roeland Park City Hall

### Attendees

Scott Ferrel, Jan Grebe, Jennifer Gunby, Michael Poppa, Lisa Scarnk (JCPRD) Kathleen Whitworth

### Call to Order by Scott Ferrel

Approval of Minutes: November, 2015 meeting minutes approved

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### Old Business

- December 12, 2015 JCPRD Holiday Mart for kids. A big success with over 300 attendees
- December 31, 2015-JCPRD 50 plus Noon Year's Eve Party- Another success with over 100 attendees
- January, 2016 JCPRD Babysitting Class-held-Good participation
- **Events Committee-Citywide Planned events for 2016**
  - Proposed dates and locations of 2016 Events Committee Events
    - Easter Egg Hunt-3/26/2016 @ Nall Park
    - Citywide Block Party-6/04/2016 @R Park
    - Barktoberfest 10/01/2016 @ R Park

### New Business

- Ethics document reviewed and signed by committee members
- **Easter Egg hunt-Nall Park March 28<sup>th</sup>, 2016 Rain or shine**
  - A motion was made and approved to purchase an Easter Bunny costume as an ongoing feature for the Easter Egg Hunt. Jan will purchase and request reimbursement from the City.
  - It is thought that no additional Easter eggs will need to be purchased as plenty on hand.
  - Jan will purchase bulk candy from Costco and volunteer group at the Community Center will be asked to stuff eggs
  - Scott will contact the teen volunteer group used last year to assist in event
  - No additional treats other than candy and water will be provided at the event
  - Other items needed include caution tape, stakes, grass paint, and bull horns
  - Existing banners can be used to promote the event
  - A donation box will be used for contributions for the event
- **City Wide Block Party-R-Park June 4, 2016**
  - Two bands in 90 minute sets-Members to research new/different options
  - Food Werner's to be used. Scott to contact. Can we get a percentage of sales??
  - Balloons and Face painting-Can Events fund? Scott to contact vendor
  - Bubbles & soap-Shea and Kathleen to pursue
  - It was thought that some kind of water event would be fun-Scott to research. Concern that Parks and Sustainability may not be affable to water waste & mud. Liability insurance?
  - Porta potty-One additional needed, Kathleen to pursue
  - Girl Scout Troop 1256 request for table and tent approved
  - State "picnic" license will need to be secured for alcohol
  - Earlier event finish time needed to allow for breakdown prior to dusk

### Additional Motions Approved

- Scott Ferrel elected as Events Committee Chairperson'
- Jan Grebe elected as Events Committee Vice Chairperson
- Jennifer Gunby elected to serve as Events Committee representative on the Community Foundation Board

- Approved purchase of Easter Bunny Costume from Events Committee Budget Allotment for 2016
- Meeting Adjourned

**Other Matters/Reminders/Announcements**

- **Future City Sponsored Events**
  - Arbor Day @R Park 4/30/2016
- **Future Community Center Events**
  - January 30th Kids Cooking Class for 6-10 year olds
  - Storybook time-9:30 AM first Thursday of each month for 2-3 year olds
  - February 13, 2016-50 plus Brunch and Bingo for Valentine's Day
- **Future Art Committee Events**
  - Lovey Dovey Art Mart-February 6<sup>th</sup> 2016 1-4:00 PM-Roland Park Community Center City Hall, February 9<sup>th</sup> 2016 Purchase unique valentine gifts and benefit the Art Committee
- **Future Citizen's Fundraising Events**
  - June, 2016 Soccer Clinic
  - Pirate Day-June 6<sup>th</sup> AM prior to City Wide Block Party
  - October 15<sup>th</sup> "Chili and Country Music" RPCC 6-9PM

**Events Committee Meetings**

Next Scheduled Meeting, February 18<sup>th</sup>, 2016 6:00 PM, 2016 City Hall