

Community Events Committee

CITY OF ROELAND PARK

Draft Meeting Minutes

Thursday, May 19th, 2016

Roeland Park City Hall

Attendees

Nicole DeHaven (JCPRD), Scott Ferrel, Jan Grebe, Michael Poppa, Deb Settle, Kathleen Whitworth

Meeting minutes –April, 2016 Meeting minutes approved

Funds Available

\$699.88 in operating Budget, \$2467.51 in Community Foundation

Events Committee-Citywide Planned events for 2016

Proposed dates and locations of 2016 Events Committee Events

- Citywide Block Party-6/04/2016 @R Park 3:00 PM to Dusk
- Barktoberfest October 8th, 2016 @ R Park

New Business

Easter Egg Hunt 2017

- Reserve Sports Dome from 9:30-12:30 on Saturday, April 15th as rain back up location. Cost \$45.00

City Wide Block Party

- Facebook Ad for Block Party \$100 expenditure approved-Scott assigned
- All Committee members to meet at R Park at 2:00 PM June 4th for set-up

Old Business

- **City Wide Block Party-R-Park 3:00 PM-Dusk June 4th, 2016**
 - One band confirmed. Need 2 more bands Scott working
 - Jennifer's band 2-3:00 PM
 - Band # 2-from 3-5:00 PM
 - Band #3 from 5-7:00 PM
 - BYOB for event-No alcohol vendors will be used
 - Werner's food truck confirmed-Can they raise price to give us \$.25 per item? Will come at 2:30 PM-Scott
 - Balloons and Face painting? Scott working
 - Large bubbles & homemade soap-Jennifer & Shea working
 - Bubble wand and soap-Kathleen will bring 5 small bottles of solution, containers and 12 wands
 - Porta potty-One additional needed, Kathleen confirmed Cost \$85
 - Girl Scout Troop 1256 request for table and tent approved
 - State "picnic" license will need to be secured for alcohol-Michael
 - Bake Sale- Citizens Fundraising Group will hold, edible donations are welcome
 - Generator confirmed by Scott. We will have to fund gas.
 - Banners-4 existing banners. Kathleen has requested Public Works assistance in placing on Monday prior to the event
 - Create flyer-Michael
 - Print and distribute flyers-Community Center, City Hall and pool-Jan
 - Update R Park Marquee-Kathleen has requested of Public Works to update ASAP
 - Shawnee Mission Post-Event can be submitted online for Events calendar-Jan
 - RP Website, Constant contact, Facebook, Next Door, etc. Jan
 - Soft start at 2:00 PM agreed upon
 - Earlier event finish time needed to allow for breakdown prior to dusk

Additional Motions Approved

- \$100 expenditure for Facebook Ad for Block Party

Other Matters/Reminders/Announcements

- **Future Citizen’s Fundraising Events**
 - June, 25th Kids Soccer Clinic @R Park
 - Pirate Day-June 4th AM prior to City Wide Block Party @ R Park
 - October 15th “Chili and Country Music” RPCC 6-9PM @-RP Community Center
- **Future Arts Committee Events**
 - Music under the Stars July 22nd @, RP Community Center
- **JCPRD-**
 - May 6th-Family Bingo Night was a sell out!! 60-70 attendees
 - Will advertise Kid’s summer camps at Arrr Park event June 4th AM

Events Committee Meetings

Next Meeting-June 16th, 2016 6:00 PM @City Hall