

Homer Community Festival Committee

Minutes of the Meeting on
August 20, 2019

**Village of Homer Glen
14240 W. 151st Street
Community Room**

1. Call to Order

The meeting was called to order at 6:00 p.m. by Trustee Gray.

2. Pledge of Allegiance

3. Roll Call; Establish Quorum

Members present at 6:00 p.m. were Trustee Keith Gray, Mike De Vivo, Tony Drabik, Todd Fonfara, Ed Kalas, Debbie Stevens, and Sue Steilen. Sara Rudnik arrived at 6:28 p.m.

Absent: Carlo Caprio and Chris Locacius.

Also Present: Communications and Recreation Services Coordinator Amy Blank, Dave Bricker, Lt. Jim Holuj (arrived at 6:10 p.m.), Paul McGary, and Facilities Manager John Robinson.

4. Approval of Amendments to the Agenda

None.

5. Approval of Minutes

a. April 30, 2019

Member De Vivo made a motion to approve the minutes from the April 30, 2019 meeting. Second was made by Member Drabik. The motion passed unanimously.

b. May 21, 2019

Member Kalas made a motion to approve the minutes from the May 21, 2019 meeting. Second was made by Member Drabik. The motion passed unanimously.

c. July 16, 2019

Member Drabik made a motion to approve the minutes from the July 16, 2019 meeting. Second was made by Member Kalas. The motion passed unanimously.

6. Public Comment

None.

7. Announcements

None.

8. Old Business

a. 2019 HomerFest Financial Report Update

Trustee Gray congratulated the Committee for coming within \$800 of the \$148,000 budget. Member Steilen reviewed the actual income and expense amounts. The final total income was \$161,544.00. The following expense items are still pending:

- Credit Card Terminal Fee
- EMA Appreciation – They still have not had their appreciation pizza.
- Farm Parking Lot - Member De Vivo will get an invoice.
- Illinois American Water Use

The total expenses to date are \$147,437.40. Expenses that are pending have an estimated amount of \$1,400.00.

Member Steilen also presented a chart comparing the income and expenses for the past three years. It is to be noted that the expense for parking services paid to the Homer Township Road District in 2019 would not have shown up as an expense in 2017 and 2018 but would have been paid from the proceeds in those years.

9. New Business

a. Preparation for Village Board Workshop

A Village Board workshop to discuss the schematics for Heritage Park is planned for October 23. At the workshop, discussion will include the needs for the Homer Community Festival. The Committee consensus for the festival's highest priority is to improve the drainage. Trustee Gray asked Committee Members to bring ideas of what they want for the Fest to the next meeting. Member De Vivo will bring an estimate for a gravel and drainage solution from Dale Hostert to the next meeting.

b. 2020 HomerFest Planning

1. Budget

Member Steilen presented a budget worksheet for the Committee to read each line item and adjust the amounts. The following amounts were agreed upon:

Accounting/Bank Fees	\$600
Advertising	\$7,500
Bands (KC Audio)	\$6,000
Bands	\$25,000
Beer Distributor	\$16,000
Beer Ice	\$2,000
Beer Insurance & License	\$100
Carnival	\$0
Clarke Mosquito	\$800
Fencing	\$1,000
Fireworks	\$35,000

Fireworks other (Magician)	\$500
Fireworks insurance	\$100
Food Vendors (Deposits)	\$600
Legal Fees	\$0
Homer Township Road District	\$8,000
Power/lighting	\$5,500
Sanitation	\$500
Security	\$15,000
Signage	\$1,000
Special Needs Day	\$500
Sponsors	\$1,500
Supplies	\$1,200
T-shirts	\$1,200
Tents, Tables, Chairs	\$18,000
Transportation/Parking/Trail	\$4,000
Volunteer Supplies	\$1,000
<u>Miscellaneous</u>	<u>\$5,000</u>
Total	\$157,600

2. IGA with Homer Township Road District for Parking Services
The Committee reviewed the IGA for the Homer Township Road District for parking services and by consensus recommended keeping the terms the same.
3. IGA with Homer Township for Use of Property for Parking
Discussion with the Township will need to take place.
4. Sponsorship Package Offerings
The sponsorship packet from 2019 was reviewed. Member Stevens suggested adding a sponsorship for benches. Ideally, there could be a provision for an interchangeable logo. Facilities Manager Robinson will research suppliers. Member Steilen suggested removing the Information Booth option. There was a discussion about offering a VIP Area incentive. Suggestions included using the Community Room with viewing taking place outside and having the Mayor present. Member Steilen will rework the packet for review at the next meeting. Committee members were encouraged to continue to submit their ideas.

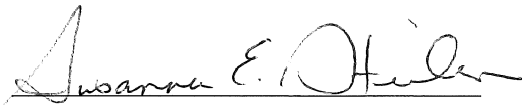
10. Next Meeting – September 17, 2019

Next meeting scheduled for September 17 at 6:00 p.m.

11. Adjournment

Member Fonfara made a motion to adjourn the meeting. Second was made by Member Stevens. The motion passed unanimously. The meeting was adjourned at 7:38 p.m.

Respectfully Submitted:

A handwritten signature in cursive script, appearing to read "Sue Steilen", is written over a horizontal line.

Sue Steilen

Community Relations Coordinator

Village of Homer Glen