



## SPECIAL EVENTS COMMITTEE

---

### SPECIAL EVENTS COMMITTEE MINUTES

Committee Date: February 9, 2023  
Present: Mayor Pulice, Alderman Messina, Treasurer Porch, Alderman Woods  
Absent:  
Also Present: Janelle Silva  
Meeting Convened at: 6:05 p.m.

#### **APPROVAL OF THE MINUTES:**

1. Treasurer Porch
2. Alderman Messina

#### **DISCUSSION:**

The Committee discussed the Volunteer Appreciation Dinner, scheduled for April 12. Expenses, invitation list and menu was discussed. It was decided that while the dinner could be served at a lower cost, the Committee wanted to make sure that the volunteers felt appreciated and preferred a more elaborate meal to be served. The location is at Salt Creek Golf Club. Because the guest list was large, it was discussed that the Council and staff would not bring a “plus 1” to the event. The name of the event was discussed as well and has been renamed as “The Committee Recognition Dinner” since most of the invite list all serve on Committees for the City. The gift for all Committee members is a \$10 gift card. The Committee discussed whether the gift card should be from Jewel or Target and decided that Target was more versatile.

The Committee discussed Prairie Fest and the need to offer more seating and tables at the event. Janelle stated that she would secure more seating. It was also discussed to have a clear path for emergency personnel to reach the stage. Janelle is working on implementing this plan. The new Director of the Wood Dale Park District shared an event suggestion and contact information of a successful event in his former organization, live wrestling. Janelle shared a video of what it looked like and the Committee responded favorably. The estimated cost was minimal. It was suggested to add this to Prairie Fest events. Janelle stated with approval she would reach out to the company and secure a time and day at Prairie Fest. Janelle also shared information on the new events software Eventeny with the Committee, which is web based, and showed how easy vendor tracking and communication would be. Janelle secured pricing and will implement a paperless



## SPECIAL EVENTS COMMITTEE

---

application process for Prairie Fest this year. She is working to create a seamless application process.

Janelle also proposed a collaboration with the Wood Dale Public Library to incentivize Sunday attendance at Prairie Fest and the Library's Summer Reading Program. The goal is to secure a grant which would be used to pay for a supply of wristbands for students who achieve a certain number of reading hours. If the student registers and tracks their progress through the Library app, they will receive a certificate to redeem an unlimited wristband for Sunday from 1-5 p.m. Janelle is working to secure the grant and already has connected with the acting director of the library who expressed interest in the collaboration.

The Committee discussed the next season of the Move with the Mayor and City Council. Janelle stated that there is a grant meeting on February 16 and a potential opportunity to receive funds to expand the initiative. Some ideas were yoga in the park, Tai Chi, collaborate with District 7's 5K run. The Committee discussed what that would look like as all dates have been marketed. Porch stated that she preferred Tai Chi as an option so that more people would be interested – inclusivity. If the Committee could receive a grant they would like to move forward with seeing if District 7 would like to collaborate and have the final Move event at the 5k. Move participants who attended two or more events, would get their registration paid for by the City. Janelle will work to secure a grant and meet with District 7.

Janelle shared with the Committee that a Sip and Paint company has been secured for Prairie Fest for Thursday and Friday nights, utilizing the underused BINGO tent. This was an original suggestion from Alderman Woods. The business also agreed to provide 10% of the proceeds to the Wood Dale Food Pantry.

A motion was made by Alderman Messina and seconded by Treasurer Sandra Porch to adjourn.

Ayes: Mayor Pulice, Alderman Woods, Alderman Messina, Treasurer Porch.

Nays: None

### **ADJOURNMENT:**

Whereupon Alderman Messina declared the motion to be carried and the meeting was adjourned at 7:10 p.m.