

Minutes
Holiday in the Park Meeting
December 9, 2014

Committee Meeting was brought to order at 11:00 am by Michael Tennis, Vice-Chairman for Holiday in the Park. He thanked all Committee Members and Staff for attending.

Meeting was attended by: Michael Tennis, Betty King, Earl Mack, Melinda Kukurich, Chris Walters and John Beemer.

Parks and Recreation staff attendance: Jeanie Wheeler, George Cheatham, and Billie Whipp.

Visitors: Jay Burk, Councilman Ward 4. Indie Michaels, Magic 95.

Secretary – Minutes were not presented at this time.

Other Business not presented on the Agenda: Tennis welcomed Councilman Jay Burk and asked him to present the proposal for the MacArthur High School Football Championship Parade..

Billie Whipp started off by informing the Committee the park would be blocked off starting at approximately 4:30 pm until 7:00 pm and the parade would come from the Mall up 2nd Street into the Elmer Thomas Park festival pad area. Burk requested that the Holiday in the Park Committee agree that the MHS Booster Club be able to have a booth at the park on the Holiday House porches as a fundraiser for the MHS Championship activities. There was no other discussion and a motion was called.

MOTION by Mack; SECOND by Kukurich to approve allowing the MacArthur High School Booster Club to do concessions as a fundraising effort for the MHS Football Championship. The motion was approved by voice acclamation unanimously to approve MHS Booster Club to sell the concessions as a fundraiser for the MHS Football Championship activities.

OLD BUSINESS:

- 1. Review and consider any and all final preparations for the New Year's Eve Family Celebration for December 31, 2014.**

Chairman Tennis presented this item for discussion;

Betty King again reminded the committee that the Elgin 4-H Club will not be able to do the concession on New Year's Eve.

John Beemer asked that heaters be considered for the tent area during the performance.

MOTION by King; SECOND by Beemer to approve heaters for the tent area during the performance not to exceed 300.00 for each heater. Motion was approved by voice acclamation to allocate funding for the heaters for the tent area during the performance for New Year's Eve not to exceed 300.00 each.

Jeanie Wheeler reminded the Committee that John Beemer would be coordinating the festivities for the evening as she would be out of town that evening. She also advised that John Beemer would be organizing the Elgin Demolays to do the Holiday House for the evening.

Beemer also noted that Ciara McKenzie would be performing on New Year's Eve for the Family Celebration.

2. Review and consider any other plans for the Parks and Recreation Employee Appreciation.

It had been the consensus of the Committee members to set Thursday, January 8, 2015 as the date to sponsor the Parks and Recreation Department Appreciation.

King reported that she had been able to secure 2 spiral hams and 100 pieces of chicken for 99.00. She also recommended the 10.00 gift cards from Braums for the Parks and Grounds employees as in the past. John Beemer stated he would donate the tablecloths and King would do the decorations for the tables.

MOTION by King; SECOND by Walters to approved 300.00 in funding for the Parks and Recreation Employee Appreciation Luncheon. Motion was approved by voice acclamation unanimously for 300.00 in allocated funds for the Parks and Recreation Employee Appreciation Luncheon.

NEW BUSINESS:

3. Review and consider request for Committee Membership.

Melinda Kukurich introduced Indie Michaels as a member of the team at Magic 95. She recommended Indie Michaels for the Marketing Coordinator position on the Committee.

India Michaels provided some of her background in the marketing area and made it known that the interest in lighting the holidays in Lawton could be made better through education of the community.

She said that she would consider doing the Marketing Coordinator for the Holiday in the Park Committee.

MOTION by Kukurich; SECOND by King to approve Indie Michaels as the new Marketing Coordinator for Holiday in the Park Committee. Motion was approved by voice acclamation unanimously for Indie Michaels to be the new Marketing Coordinator for Holiday in the Park.

4. Review and consider request for use of the Holiday House Concession by the Crimestoppers for the Moonlight Walk, March 27, 2015, (they want to use the inside of the concession house just like using for the Cops and Kids event in September).

There was some discussion amongst the Committee members of allowing the LPD to use the inside of the Holiday House, but it was the consensus of the Committee that this has been accomplished successfully in the past, but this practice had to be limited to only this group due to much of Holiday in the Park equipment and supplies in the house itself.

MOTION by Mack; SECOND by Kukurich to approve the use of the Holiday House Concession by the Crimestoppers for the Moonlight Walk, March 27, 2015, (they want to use the inside of the concession house just like using for the Cops and Kids event in September). Motion was approved by voice acclamation unanimously for approving the use of the Holiday House Concession by the Crimestoppers for the Moonlight Walk, March 27, 2015.

Committee Reports:

a. Lighting Sponsorship Coordinator – Betty King – reported that at least one tower light would need to be placed near the East Pavilion for the December 21st Live Nativity Scene at the site of the City Christmas tree. She added that Duane Hall had been doing quite a bit of publicity for the “Light the Manager” from 6:00 – 8:00 pm to include setting up of a stable with a play and carols. She noted that a sound system would be needed. Michaels stated that she could promote this with a live interview thru Magic 95. King stated she would let Mr. Hall know this.

MOTION by King; SECOND by Walters to approve funding tower light for the December 21, 2015 “Light the Manager” event at Elmer Thomas Park for Holiday in the Park. Motion was approved by voice acclamation unanimously for approving the funding for a tower light for the December 21, 2015, “Light the Manger” event at Elmer Thomas Park.

b. Parade Coordinator – Melinda Kukurich – reported that the parade is DONE!

c. Holiday House Coordinator – Debbie Tretter – King reported that there is not report at this time.

d. Donation House Coordinators – Betty King and Chris Walters – King reported that the schedule for the Donation House except for the bad weather condition nights has been going well much do to a very helpful contributor of her time, Debbie Abbott. Also, that Chris has been very helpful in picking up the donations and seeing they get to Earl Mack at the bank. She stated we have a good team working this part of the committee.

King also advised that Chris Walters has very generously volunteered to check each night our electrical needs at the park and should be paid a monetary stipend at least for these efforts throughout the entire holiday season. She recommended 500.00 as has been done in the past.

MOTION by King; SECOND by Mack to approved allocating funds of 500.00for Chris Walters to be paid for providing he services for the electrical needs at the park each evening during the holiday season. Motion was approved by voice acclamation unanimously for approving the funds of 500.00for Chris Walters to be paid for providing he services for the electrical needs at the park each evening during the holiday season.

It was also the consensus of the Committee members that new locks needed to be replaced for the Donation house.

e. Entertainment Coordinator – John Beemer – stated that everything was on track for the New Year's Eve festivities. Wheeler added the tent would have to be put up on December 30, 2014 and they would not be back to pick it up until January 2, 2015. The tent company Also asked that all items under the tent be taken away prior to their coming to get the tent. Wheeler stated she would negotiate for them not to pick up the tent until the afternoon of January 2, 2015 so that staff has time to remove any items that might be remaining under the tent. She informed the Committee if the tent company has to remove items then another 100.00 bill will follow.

f. Marketing Coordinator – Indie Michaels – is not the new Coordinator for this position on the Committee.

MOTION by King; SECOND by Tennis to approve removing Brian Toth as the Marketing Coordinator. By voice acclamation the vote was unanimous to approve John Beemer as the Marketing Coordinator.

g. Facebook Coordinator – Penny Rich – Wheeler will ask her to put the flyer on Facebook for the New Year's Family Celebration.

Staff Reports: None at this time.

Earl Mack provided the Treasurer's Financial report and will be attached to these minutes. He noted that all bank accounts had been removed from Liberty Bank and IBC bank at this time.

Tennis also reported that as far as the Merrill Lynch account that the percentage in gains had gone up 20% in the last two years and that was a good increase. He also added that he would be checking into the penalty of using the funds if they are withdrawn over 999.00 after the first of the year. He added also that he would check with another insurance quote with Larry Neal and independent insurance agency too. Wheeler reminded the Committee that the JT Neal had been their original insurance agency in the beginning and that JT Neal was also a sponsor for Holiday in the Park.

No other business or discussion was entered in at this time. Next meeting would be Thursday, December 17, 2015 posted by the Jeanie Wheeler by email. The meeting was adjourned at 12:15 am.

RESPECTIVELY SUBMITTED
MICHAEL TENIS, VICE-CHAIRMAN
HOLIDAY IN THE PARK