



Agenda
Village of Arlington Heights
Special Events Commission
Commissions Room 2nd Floor

Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
July 9, 2014
7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes from the June 11, 2014 meeting

IV. REPORTS

V. OLD BUSINESS

- A. Review of Fourth of July Parade and Float

VI. NEW BUSINESS

- A. Mane Event

- Music acts, stage and sound
- Kids' entertainment
- Layout of Mane Event
- Recognition of Premium Sponsors

- B. Hearts of Gold

- Timeline
- Awards

VII. OTHER BUSINESS

VIII. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact David Robb, Disability Services Coordinator, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, (847)368-5793 (Voice), (847)368-5980 (Fax) or drobb@vah.com.



Item: Minutes from June 11, 2014

Department: Village Manager's Office

ATTACHMENTS:

Description

Minutes of June 9, 2014

Type

[Minutes](#)

Minutes of the Special Events Commission meeting held on **Wednesday, June 11, 2014**, in the Commissions Room located on the second floor of Village Hall, 33 S. Arlington Heights Road.

Attendance: Kevin Seifert, Claudia Starck, Neil Scheufler, Chris Fahnoe, Laura Oberg, Colin Gilbert, Joe Musolino, Amy Mazurowski, Colleen Engle.

Absent: Steve Fromm, Mike Prost, Matt Ottaviano

In the absence of Chairman Steve Fromm, Commission Kevin Seifert was asked by the Chairman to serve as Pro-Tem for the June 11, 2014 meeting.

Approval of Minutes

Minutes from the previous meeting were approved.

It was noted that the Hearts of Gold 2015 date should be February 21; the minutes showed February 25.

Spring Sweep Event for 2015

As a follow-up to the recap of the Spring Sweep event Commissioner Seifert said that Commissioner Mike Prost secured a shredding truck for the 2015 event that will be held on April 25, 2015.

Commissioner Seifert said he believes the truck is larger than the one that was at the 2014 event. Commissioners said they would like to know if this vendor would take the boxes, since the Commission had to break down boxes in the past. There were also questions on whether it would be more efficient to have two trucks on site (possibly smaller than one large truck) in order to keep lines moving. The thought is that one truck is to be much faster and should be a great help in expediting the shredding. Commissioner Seifert said Commissioner Prost can give more detailed information at the next Commission meeting.

Fourth of July Float

Commissioner Chris Fahnoe is working on a new float design for the Commission. He reviewed his idea of using large 2-sided banners on the float that would promote each of the major events. He said the idea is to also use the banners on site at each event. The design would be very visible and would help market the events put on by the Commission.

He said the sign for each event would be simple to ensure that the message was clear.

Based on his discussion, the Commission favored moving ahead with the new float design. It was mentioned that using the banners at other events throughout the year make the new design a great investment. It was mentioned that the old float design had been used for many years and it may not have made it through another year.

Commissioners Fahnoe, Colin Gilbert and Seifert said they would help put together the float in the Public Works Garage. Commissioner Seifert planned to reach out to Scott Rowader at Public Works.

Mane Event

Entertainment acts are lined up and contracts are signed. The staging and sound is being organized by Commissioner Neil Scheufler, who also got the two musical groups lined up for the Commission.

Chairman Steve Fromm said he would be a liaison with the Chamber. Commissioner Claudia Starck offered to reach out to the Commission's Premium Sponsors so they are aware of being able to attend the Mane Event and hand out materials, etc.

Liaison Nancy Kluz said she would work out a time for Chairman Fromm to pick up the pencils that will be distributed along the parade route.

Having no further business to discuss, the meeting was adjourned at 7:45 pm.