



AGENDA

Community Events Committee Meeting

5:30 PM - Thursday, October 10, 2024

Village Hall, 620 W. Main St., Newburg, Wisconsin

Page

CALL TO ORDER / ROLL CALL

- Michelle Sadowski, Chairperson
- Trustee Paul Zimdars, Co-Chair
- Trustee Brooke Stangel

- Clerk Brandy Loveland Seelow
- Deputy Clerk Heather Wellman

PUBLIC FORUM

Members of the public are invited to address the Village Board regarding any topic of public concern. Those who wish to speak are asked to clearly state their full name and address while standing at the podium when addressing the Village Board.

CORRECTION AND APPROVAL OF PAST MINUTES

1. Meeting Minutes

3 - 5

[Community Events Committee - Sep 18 2024 - Minutes - Pdf](#)

CHAIRPERSON

Michelle Sadowski. Chairperson will lead updates on events and project.

2. Update

EVENTS

3. **FALL FESTIVAL**

Report out on assigned tasks

- Michelle Sadowski - Pumpkins & gourds, finalize.
 - Pumpkin/Gourds \$2.00 a pumpkin for 75 pumpkins = \$150.00. Should I pay upfront and possibly get reimbursed afterwards? I have to email the order to the pumpkin farm and will pick them up prior to the event. They will hold for us the owner said.
 - Need to clarify with Mel at Hive what paint they are using for kids for pumpkins as oil based doesn't work per pumpkin farm..must use acrylic paint.
 - Ask Nate to contact State Bank of Newburg if we can advertise our Fall Fest on their automated sign as they did for Saukville's fest this past weekend.
- Brooke Stangel - Signupgenious.com
- Nate Wendelborn - DPW Tasks - Picnic Tables, trash cans

4. **Christmas in the village - December 7th, 2024**

5.
 - We have received 3 entries thus far
 - 1 - Tree decorating
 - 2 - Parade entries
 - Prize Money - Administrator Wendelborn
 - Donation of 10-12' Tree
 - Received a call from John Bushman at 262-483-7566, 1050 Hwy A, West Bend, WI just outside of Newburg he wants to donate his Christmas tree. It's over 12 feet he

thinks and is in the ground. Can DPW go out and cut it down and bring it back to the Village to set up in front the first week of December? If that works I can call him and set up a day and time or did DPW want to call him directly?

- Tree Lighting - DPW
- Community Tree Decorating
- Volunteer Sign Up - SignupGenius.com

6. Friends of the Park

- Volunteer / Landscaper to help layout future gardens / flower beds within the parks
- SignupGenius.com

ANNOUNCEMENTS

Next meeting will be November 14th, 2024 at 5:30PM

ADJOURNMENT



MINUTES

Community Events Committee Meeting

5:00 PM - Wednesday, September 18, 2024

Village Hall, 620 W. Main St., Newburg, Wisconsin

CALL TO ORDER / ROLL CALL

- Michelle Sadowski, Chairperson
- Trustee Paul Zimdars, Co-Chair
- Trustee Brooke Stangel
- Clerk Brandy Loveland Seelow
- Deputy Clerk Heather Wellman
- Administrator Nate Wendelborn

All members were present and the meeting was called to order at 5:30pm.

PLEDGE OF ALLEGIANCE

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.", should be rendered by standing at attention facing the flag with the right hand over the heart. A person in uniform should instead remain silent and render the military salute. Veterans may choose either method. (4 USC Sec. 4).

PUBLIC FORUM

Members of the public are invited to address the Village Board regarding any topic of public concern. Those who wish to speak are asked to clearly state their full name and address while standing at the podium when addressing the Village Board.

Mel Rodenkirch from The Hive - Will have food for sale and hot chocolate & cider bar.

CORRECTION AND APPROVAL OF PAST MINUTES

1. Meeting Minutes

Minutes were verbally approved by the committee with no corrections.

CHAIRPERSON

Michelle Sadowski. Chairperson will lead updates on events and projects.

2. Update

ADMINISTRATION

Clerk Loveland. Including updates on items such as Board direction and recommendations, upcoming events, events in planning stages, or financial information for events.

3. Update
 - Change of Trick or Treat hours was approved for this year by the BOT to 4:00pm - 5:30pm
 - We will have NPD coverage the day of the event.
 - Bonfire participants will be allowed to have alcohol in the the park for this event only, per Chief Foeger.
1. It was clarified that alcohol may be brought to the Fall Festival for consumption but not to be sold.

EVENTS

4. **FALL FESTIVAL**

Report out on assigned tasks

- Michelle Sadowski - Pumpkins & gourds, finalize
- Brooke Stangel - Hayrides, finalize
- DPW Tasks - Parking, Picnic Tables, PA System setup & trash cans
- Signage
- Volunteer Sign Up - SignupGenius.com

1. 75 pumpkins will be purchased by the Village for the kids painting activity.
2. There will be no hayrides.
3. Event will be moved to Doc Weber Park for purposed of parking and power.
4. No signage needed.
5. Bounce house - Administrator Wendelborn will try to get one for our use. And Sandy Stockhausen offered to let us use hers. Bounce house and pumpkin painting 2pm-4pm
6. Administrator Wendelborn will coordinate with NFD on the bonfire.
 - a. Fire will start at 530pm - 8:30, everyone out of the park by no later than 9pm
7. The committee will try to use Signupgenious.com for volunteers.

5. **Christmas in the village - December 7th, 2024**

- We have received 3 entries: tree decorating (1) & parade entries (2)
 - Prize Money
 - Volunteer Sign Up - SignupGenius.com
 - Donation of 10 - 12' Tree
 - Community Tree Decorating
 - Tree Lighting
 - Ornaments can not be done this year, a 503(c) may need to be established for these type of donations.
 - Refreshments
1. Parade time will be 5:30pm this year.
 2. Prize money, Administrator Wendelborn will work on soliciting \$600.
 3. Committee members will be looking for a 10-12 ft pine tree to replace the lighted pole tree that we had last year.
 4. Light refreshments will be served at the tree lighting.

6. **Friends of the Park**

- Volunteer / Landscaper to help layout future gardens / flower beds within the parks
 - SignupGenius.com
1. This will continue to be thought through and set up with Administrator Wendelborn's assistance.

ANNOUNCEMENTS

Next meeting will be October 10th, 2024 at 5:30PM

ADJOURNMENT