



AGENDA

Community Events Committee Meeting

5:30 PM - Thursday, November 14, 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
- Administrator Nate Wendleborn

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 - Oct 10 2024 - Minutes - Pdf](#)

NEW BUSINESS

CHAIRPERSON

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

2. Update

EVENTS

3. **Fall Festival**

Recap of Event

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

7 - 14

- The Christmas tree is being donated by The Falkner Family in remembrance of Fritz Falkner who was the 1st Village president.
- Where is the parade being advertised? What are the times of all the events and can we get them out asap again?
- How many float entries do we have?
 - There are now 4 parade entries, please see attachments for details
- Prize money settled yet?
- How many sugar cookies do we need for the kids to decorate?

[20241111 Parade Entries](#)

5. What is the next Village event after Christmas, would it be Easter?

ANNOUNCEMENTS

Next meeting will be December 12, 2024 at 5:30PM

ADJOURNMENT



MINUTES

Community Events Committee Meeting

5:30 PM - Thursday, October 10, 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

All members were present except Clerk Loveland whom was excused, the meeting was called to order at 5:30pm.

PUBLIC FORUM

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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 project.

2. Update

None other than noted below

EVENTS

3. FALL FESTIVAL

Report out on assigned tasks

1. Michelle Sadowski - Pumpkins & gourds, finalize.
 - a. 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.
 - b. 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.
 - c. 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.
2. Brooke Stangel - Signupgenious.com
3. Nate Wendelborn - DPW Tasks - Picnic Tables, trash cans

1. a. Chairwomen Sabowski will be picking up "field trip" sized pumpkins from Creekside Valley Farms on Friday 10/25/24 and will pick up a check from Village Hall prior to that.
b. Chairwomen Sabowski will touch base with Mel from The Hive regarding paint.
c. Administrator Wendelborn will contact State Bank of Newburg with request
2. Brooke was able to try Signupgenious.com but needs more detail of what we need volunteers for and time slots in order to set it up.
3. Administrator Wendelborn said he could not get a bounce house donated but will follow up and see what can be done, so it was decided not to have one this year. Picnic tables and trash can will be put in place by DPW. He noted that The Hive will be setting up food and drinks for sale and a portion of the sales will be donated to the Village. DPW will also set up pumpkin bowling for the kids. Lastly he noted that Newburg Fire Department will be there to man the bonfire and put it out, someone from DPW staff will start the fire and Mike Enright mentioned he wouldn't mind supervising the bonfire throughout the event.

The group agreed to meet at Doc Weber Park around 130 for set up.

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

5. 1. We have received 3 entries thus far
 - o 1 - Tree decorating
 - o 2 - Parade entries
2. Prize Money - Administrator Wendelborn
3. 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?
4. Tree Lighting - DPW
5. Community Tree Decorating
6. Volunteer Sign Up - SignupGenius.com

1. It was decided there will be no tree decorating contest this year.
2. There is currently 2 parade entries. Advertising for this will increase and possibly be put in the newspaper.
3. Prize money will be taken care of.
4. There has been a second donation for a tree that will be cut down and delivered to Village hall. The committee decided to accept the second donation because of the convenience of having the tree delivered. Going forward Administrator Wendelborn will look into different types of trees that could be reused from year to year.
5. Tree decorating will be done by DPW
6. The committee no volunteers would be needed for the tree light gathering at Village Hall.

6. Friends of the Park

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

The committee decided to abandon this idea for the time being.

ANNOUNCEMENTS

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

ADJOURNMENT

2024 Christmas Movie Themed ~ Newburg Christmas Parade Entry Form

Event Timing: December 7th, 2024 5:30 pm
Event Address: W. Main Street Newburg, WI 53060
Staging area: Corner of W. Main St. & Municipal Dr.
Contact us at (262) 675-2160 or bloveland@village.newburg.wi.us

All entries must be received by midnight on November 29th, 2024.

Everyone is welcome to partake!

If you have questions or concerns, please contact us at 262-675-2160 or bloveland@village.newburg.wi.us

There will be prizes for first, second and third place!

Email *

starkheatingandcooling22@gmail.com

Company or Organization

Stark Heating and Cooling

Contact Name *

Jered Stark

Address *

302 E Kilbourn Ave, West Bend, WI 53095

Phone *

262-622-1782

Your Christmas Movie Theme

*

Disclaimer: Entries are to be family friendly themed. Rated G-PG ONLY

Christmas Themed, No movie, please call if that is okay in order to be entered into parade!

Type of entry *

- ☐ Float
- ☐ Band
- ☐ Dance Group
- ☒ Tractor / Fire Truck / Vehicle
- ☐ Group or Organization - walking

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Google Forms

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Email *

kellie@centralunitedcorp.com

Company or Organization

CENTRAL UNITED CORP

Contact Name *

KELLIE YANKE

Address *

6789 CARMODY COURT

Phone *

2626752361

Your Christmas Movie Theme

*

Disclaimer: Entries are to be family friendly themed. Rated G-PG ONLY

LAMPOONS CHRISTMAS VACATION

Type of entry *

- ☒ Float
- ☐ Band
- ☐ Dance Group
- ☐ Tractor / Fire Truck / Vehicle
- ☐ Group or Organization - walking

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Email *

info@joshchoemann.com

Company or Organization

Friends of Josh Schoemann

Contact Name *

Brit Schiel or Josh Schoemann

Address *

N112 W16298 Mequon Rd #110

Phone *

414.550.5652

Your Christmas Movie Theme

*

Disclaimer: Entries are to be family friendly themed. Rated G-PG ONLY

Confirmed

Type of entry *

- ☐ Float
- ☐ Band
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Email *

westbendtrailblazers@gmail.com

Company or Organization

West Bend Kettle Trailblazers Snowmobile Club

Contact Name *

Becca Meyer

Address *

500 Scenic Dr E, West Bend WI 53090

Phone *

2627071212

Your Christmas Movie Theme

*

Disclaimer: Entries are to be family friendly themed. Rated G-PG ONLY

The Polar Express-Snowmobile Train

Type of entry *

- ☒ Float
- ☐ Band
- ☐ Dance Group
- ☐ Tractor / Fire Truck / Vehicle
- ☐ Group or Organization - walking

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Google Forms