AGENDA
Village of Newburg
Community Events Committee
Thursday, October 22, 2026 –6:00 P.M.

NOTICE IS HEREBY GIVEN that the next meeting of the Community Events Committee, Washington & Ozaukee Counties, Wisconsin is scheduled for August 27, 2026, at 6:00 p.m. at Village Hall, 620 W. Main Street.

1. Call to order and roll call.
   - Trustee Brooke Stangel, Chairperson
   - President David DeLuka
   -Trustee Jane Probelski
   - Clerk Heather Wellman

2. Approval of minutes from September 24, 2026 (possible action), minutes attached

3. Community Center – possible ways to increase rentals

4. Events
   a. Christmas in the Village
      Please see the check sheet to track progress and assign tasks.

5. Announcements – Next Community Events Committee Meeting is scheduled for November 19, 2026, at 6:00pm

6. Adjournment.

Heather Wellman
Clerk

It is possible that individual members of other governmental bodies of the Village may attend the above meeting. Pursuant to State ex.rel. vs. Greendale Village Board, 173 West 20 533,494 NW 2nd 408 (1993), such attendance may be considered a meeting of the respective governmental body. This notice is given so that members of other governmental bodies of the village may attend the meeting without violating the open meeting law.

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Village Hall at (262) 675-2160 at least one (1) day prior to the meeting.

AFFIDAVIT OF POSTING This agenda was posted in the office of the Village Clerk on October 15, 2026.

MINUTES
Village of Newburg
Community Events Committee
Thursday, September 24, 2026 –6:00 P.M.

NOTICE IS HEREBY GIVEN that the next meeting of the Community Events Committee, Washington & Ozaukee Counties, Wisconsin is scheduled for August 27, 2026, at 6:00 p.m. at Village Hall, 620 W. Main Street.

1. Call to order and roll call.
   - Trustee Brooke Stangel, Chairperson
   -Trustee Jane Probelski
   -President David DeLuka
   - Clerk Heather Wellman
   - Administrator Nate Wendelborn
   -Treasurer Kala Zornow

2. Approval of minutes from July 23, 2025 (possible action), minutes attached

3. Community Center- possible ways to increase rentals
   a. Kala reviewed possible ways to increase rentals and President DeLuka suggested trying to do the chunky blanket event in early November and see how it goes. It was also discussed to start charging yoga for usage of the building.

4. Events
   a. <u>Christmas in the Village</u>
   Please see the check sheet to track progress and assign tasks.

5. Announcements – Next Community Events Committee Meeting is scheduled for October 22, 2026, at 6:00pm

6. Adjournment
   Meeting adjourned at 6:20pm.

Heather Wellman
Clerk

DRAFT

It is possible that individual members of other governmental bodies of the Village may attend the above meeting. Pursuant to State ex.rel. vs. Greendale Village Board, 173 West 20 533,494 NW 2nd 408 (1993), such attendance may be considered a meeting of the respective governmental body. This notice is given so that members of other governmental bodies of the village may attend the meeting without violating the open meeting law.

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AFFIDAVIT OF POSTING This agenda was posted in the office of the Village Clerk on the 13th day of August 2026.

Village of Newburg - Community Center
9/30/2026

	Total		
	Annual Budget	YTD Actual	% of Budget
Total Revenues	$ 4,750	$ 3,065	65%
Total Expenses	$ 15,661	$ 7,809	50%
Net Totals	$ (10,911)	$ (4,743)	

VILLAGE OF NEWBURG

Municipal Offices | Village Hall

[Date]

Marva Brook

[Marva Brook's Address or Organization, if applicable]

Newburg, WI

Subject: Update Regarding Community Center Usage and Maintenance Contribution

Dear Marva,

Thank you for your continued dedication to bringing engaging activities and programming to our community. The Village of Newburg greatly values the programs offered at the Newburg Community Center and the positive impact they have on our residents.

To ensure we can maintain the Community Center facilities, keep up with ongoing routine maintenance, and cover escalating utility and upkeep costs, the Village Board has reviewed our facility use policies for regular community programming.

Starting **January 1, 2027**, we are requesting that instructors and program coordinators using the Community Center contribute toward these upkeep expenses. For your programming, we ask that you select one of the following contribution options:

- **Option 1: Per-Participant Fee** – $3.00 total per participant per session/program.
- **Option 2: Flat Monthly Fee** – A flat rate of $30.00 per month.

These contributions will directly support the continued cleaning, maintenance, and facility operational costs of the Community Center.

Please let us know by **[insert preferred deadline, e.g., November 30, 2026]** which contribution structure works best for your schedule and programming.

We truly appreciate your understanding and cooperation as we work to maintain a safe, welcoming space for everyone in the Village of Newburg. If you have any questions or would like to discuss this further, please feel free to reach out.

Sincerely,

Kala Zornow

Municipal Treasurer
Village of Newburg
(262) [Phone Number]
treasurer@villageofnewburg.org

VILLAGE OF NEWBURG
BUILDING A BETTER FUTURE — 1846 —



PROJECT NAME: Christmas in the Village
Theme: Songs of Christmas

EVENT DATE: Saturday, December 5, 2026

TIMELINE:
Kids' party 12pm-2pm at Community Center
Parade - starts at 6pm

LOCATION OF EVENT:
Community Center: 450 W Main Street
Main Street

ATTENDANCE ESTIMATE: 100

ACTION ITEMS:	ASSIGNED TO:
Contact St. John's Carolers	Pastor Schaser emailed 8/20 that they'd be happy to lead caroling again
Enchantment in the Park - Falkner Park	DPW
River City Irregulars	Dave - is $300 / will check to see if Newburg Lions would like to sponsor
salt dough hand prints/cut-outs for kids' activity	
reindeer paper craft for kids' activity	
sign up form for parade	Kala created 7/28; posted to website & FB 7/29
send out letters for donations	Heather

BUDGET: $500.00

SUPPLIES NEEDED FOR EVENT:

NOTES
judges for parade?
after parade gathering at VH?