

**SPECIAL EVENTS  
MONTHLY MEETING MINUTES – OCTOBER 20, 2011**

**Present:** Don Gillette, Peggy Schneider, Mike Dougherty, Elaine Baker, Jim Reilly, Joyce Kellogg, Heidi Eisert and Nancy Stisser.

**Absent:** Jani Eichelkraut, Wayne Eichelkraut, and Phyllis Revell.

**Guests:** None.

**Request for Funds:** None

**Correspondence:** None

**Minutes:** September minutes were read and approved on a motion by Joyce and a second by Don.

**Financial report:** Nancy reviewed the financial report, noting the committee has about \$1,600 in unallocated funding due to some events not using their full allocation. One unanticipated expense included running electrical power along the Jordan block for vendors and events. A removable electrical box was constructed to supply the power, and it can be set up as needed and taken down to avoid vandalism.

**Old Business:** Heidi reported on progress for the 2011 Festival of Lights Parade. A lighted teddy bear and a ringing bell float were ordered from Shirley Floats and a total of four will be ordered from ABC Floats. Three of those will be supplied by the SEC and one by Ottawa Downtown Merchants. Heidi estimated there will be four fewer floats than last year because we had fewer to pick from through Shirley. Nearly \$3,400 has been allocated to the parade thus far to hire floats, a calliope and musical marchers, with about \$600 remaining for contingencies. Applications are beginning to arrive.

**New Business:**

- 1) Committee members submitted research done to secure a small stage for Washington Square Park. Nancy will forward the materials to Mayor Eschbach to review and give the committee further direction.
- 2) Mike asked for suggestions to encourage The Times newspaper to better publicize Cruise Night. Organizers were disappointed in the coverage surrounding the event, and complained that Streater's cruise night received better publicity. In addition to entertainment, Cruise Night promotes Ottawa and its downtown, and should be recognized for its importance, he said.

There being no further business, the meeting was adjourned at 6:45 p.m. The next regular meeting is scheduled for Thursday, November 17, at 5:30 p.m.

Respectfully submitted by Peggy Schneider.