

**JUBILEE DAYS FESTIVAL COMMISSION MINUTES**

**August 24, 2015**

**12:00 p.m.**

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**Present:** Rich Walker  
Scott Murphy  
Ann Ennesser  
John Lewis  
Steve Dumyahn  
Christine Wertman  
Cheri Neal  
Les Martin  
Diane Burkemper  
Craig Butkovic  
Carla Villalobos

**Absent:** Brent Paxton

Laura Pennell, MRMC Transportation Department was also present.

**Minutes**

It was moved by Ann Ennesser, seconded by John Lewis, to approve the minutes of a meeting held on July 27, 2015. Upon voice vote, all answered aye. Motion carried.

**Treasurer's Report**

Diane Burkemper presented the August 2015 Financial Report including receipts and disbursements to date. Receipts totaled \$9,350. Disbursements totaled \$22,025. It was moved by Scott Murphy, seconded by Christine Wertman, to approve the August 2015 Financial Report as presented. Upon voice vote, all answered aye. Motion carried.

Rich Walker stated that a \$1,000 sponsorship from Vista Health is forthcoming. He stated that an additional \$450 to \$600 in parade fees is anticipated.

**2015 Parade**

Rich Walker stated that 99 units have responded and will participate in the parade to date.

Rich Walker stated that a late request for parade entry was received from the Tebala Blue Haze Choppers. Their fee is \$400. They have been a past entry and have entertainment value. It was moved by Scott Murphy, seconded by Carla Villalobos to approve participation by the Tebala Blue Haze Choppers with a \$400 fee. Upon voice vote, all answered aye. Motion carried.

Rich Walker stated that the Navy Band Great Lakes will not be participating in the parade.

Rich Walker stated that Great Lakes NTC Units will participate. He will provide a count to Ann Ennesser who will make transportation arrangements for the band.

Rich Walker stated that the announcer for the Comcast broadcast is still unknown. He stated that he will write the script. Carla Villalobos asked Rich Walker to notify the announcer that they should conduct a mini interview with the queens.

Rich Walker will provide both alpha and numeric parade line up lists and a map to ESDA and all committee members.

Rich Walker stated that NJROTC members will carry the award winner banners. They are to meet Rich at the intersection of Shiloh and Emmaus.

Cheri Neal will follow up on the judges who are to be members of the Community of Character Committee. Three judges are needed. Carla Villalobos will be the judges' guide and Scott Murphy will be the cart driver. Judging begins at noon.

Rich Walker will provide a queens' cart to Carla Villalobos. John Lewis stated that all ESDA cart needs should go through him.

Laura Pennell, MRMC Transportation Department, stated that the hospital shuttle service will be stopped during the parade. MRMC will attempt to limit patient traffic. Chief Lewis stated that any hospital vehicles that need to cross the parade route should do so at 27<sup>th</sup> Street and Emmaus. They may approach the hospital through the alley behind MRMC from 27<sup>th</sup> Street.

Diane Burkemper will contact the City Public Works Department and remind them to hang the Jubilee Days banners on Sheridan Road. She will ask them to check the condition of the banners as they hang them and report their findings.

Rich Walker stated that the brochure/program is being fine tuned. He will deliver them and will include MRMC and the schools. Christine Wertman will send a PDF file of the brochure to Craig Butkovic for the hospital's use in promoting the parade.

### **NEXT MEETING**

The next meeting will be held on September 28, 2015 at 12:00 noon.

There being no further business to come before the Commission at this time, the meeting adjourned at 12:35 p.m.

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Diane Burkemper  
Secretary/Treasurer