

# JUBILEE DAYS FESTIVAL COMMISSION MINUTES

February 20 , 2017

12:00 p.m.

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<b>Present:</b>	Rich Walker	<b>Absent:</b>	Steve Dumyahn
	Brent Paxton		Ann Ennesser
	Christine Wertman		Scott Murphy
	Craig Butkovic		
	Les Martin		
	John Lewis		
	Diane Burkemper		
	Cheri Neal		
	Carla Villalobos		

**Also Present:** Mayor Al Hill  
Mike Pobiecke, President, Lakeshore Chamber of Commerce  
Sonolito Bronson, Lakeshore Chamber of Commerce

## Minutes

It was moved by Cheri Neal, seconded by Christine Wertman, to approve the minutes of a meeting held on January 23, 2017. Upon voice vote, all answered aye. Motion carried.

## Treasurer's Report

Diane Burkemper reported that there has been no financial activity in 2017.

## Commission Re-Organization

Rich Walker stated that the City of Zion is considering making a grant to the Lakeshore Chamber Commerce to run Jubilee Days.

Mayor Hill stated that a grant proposal is tentative until after the City Council discusses it. He stated that a decision would be necessary in order for the City to budget for the commitment in the 2017/2018 budget. He stated that one of the concerns regarding the Chamber presenting the Jubilee Days Festival is liability insurance. Mayor Hill proposed that the Jubilee Days Commission remain a City commission and the City would then contract with the Chamber to manage the event. The commission could remain under the City's insurance umbrella if it remains a City Commission. He stated that he had preliminary approval to award a grant in the amount of \$44,000 per year to the Lakeshore Chamber of Commerce to put on both the Nostalgia Days and Jubilee Days Festivals. He stated that in past years, Jubilee Days has cost the City approximately \$34,000 annually. Mayor Hill stated that the grant funds would come from hotel/motel tax revenue and a portion of the greens fees from Shepherds' Crook Golf Course provided per an agreement with Zion Park District (which is expected to be approximately \$17,000 in 2017). Mayor Hill stated that Sonolito Bronson prepared a contract between the City and the Chamber. He stated that the

City has contracted with BGV Enterprises to manage the Nostalgia Days event. He anticipates that the same approach will be used with Jubilee Days. He stated that the City anticipates similar needs for the City's provision of police and fire/rescue protection as in past years, but if the scope of the festivals change, the City will have to reconsider it. He stated that Sonolito Bronson will serve as the City's representative on the Jubilee Days and Nostalgia Days Commissions. Mayor Hill stated that budget approval is expected for late April, however, it may be delayed until after the election. He stated that the Commission members would still be appointed by the Mayor with the consent of the City Council. He stated that the Chamber of Commerce will make recommendations for membership and the Mayor will make appointments for three-year staggered terms. Rich Walker stated that any reconfiguration of the Commission would go through the City. Brent Paxton asked when the Chamber would officially take charge of Jubilee Days. Mayor Hill stated that the Chamber would assume responsibility immediately following budget approval. He stated that when the Commission came under the City, the sense of urgency to raise money fell away. He encouraged the Commission to continue to fundraise. He stated that the Chamber will be required to provide to the City a ledger of how funds are spent per the contract. Mayor Hill stated that donations would go through the Chamber of Commerce and would have no effect on the City's grant.

Rich Walker stated that he has accepted the Executive Director position with the Chamber of Commerce.

### **Parade Themes**

Rich Walker stated that no suggestions were received from the public following the Commission running an article in the ZB News asking for theme ideas.

Carla Villalobos stated that she would ask for suggestions from people she knows and suggested that all Commission members do the same.

Rich Walker stated that a parade theme is needed by April 1 as he will need to complete a mailing. He stated that he would be out of town from March 12 through April 14 and would not be available for the next regularly scheduled meeting. He suggested that the Commission meet to determine a theme so he can be ready to do the mailing when he returns. Carla Villalobos stated that selecting a theme could be accomplished via email.

### **Units Pending Approval**

It was moved by Brent Paxton, seconded by John Lewis, to approve the following parade units:

Antioch Brass Quintet	\$800.00
Tebala Motor Patrol	\$300.00

Upon voice vote, all answered aye. Motion carried.

Cheri Neal stated that the Commission should reconsider the earlier decision to not financially support local groups. She stated that a future agenda should include a discussion regarding investing in local groups by paying them to participate rather than an out-of-town entry. Brent Paxton stated that the Commission pays for professional groups that provide entertainment value. He stated that paying local groups could create long term dependencies. Les Martin reminded the Commission of the fundraising request received from Elite Striders. He stated that the Commission is not a fundraising organization. He stated that when trying to bring in parade participants, they won't come unless they are paid. He stated that the local groups should want to participate in the parade. Christine Wertman stated that this issue must be well thought out as it is very subjective. Cheri Neal stated that a program could be developed to include grant criteria for which an organization would have to apply. She stated that the applications would be judged by individuals from outside the community. She stated that a finite number of groups would be selected (5, for example). She stated that being selected may improve the group's performance in to order to qualify for the grant. She recommended concentrating on youth and not-for-profit groups. It was the consensus that this concept must be thought through thoroughly and that it is something to consider in order to support the community. Rich Walker stated that he would be happy to meet with anyone interested in creating a program and guidelines.

### **Affiliate Activities**

Christine Wertman stated that the Zion Park District will continue to present the arts and crafts show.

Les Martin stated that Pastor Mike McDowell is in charge of the Mayor's Prayer Breakfast. He stated that there had been some consideration given to changing date of the breakfast, but the ZBMA is not ready to change at this time.

Christine Wertman asked if the tri-fold program brochure is still necessary if the Zion Park District is creating its booklet. Rich Walker stated that he would discuss this matter with Christine.

Diane Burkemper stated that, with the City contracting with the Chamber of Commerce to present the Jubilee Days Festival, the Commission will not require a Treasurer. She recommended that, if the Chamber takes control of the finances, the Commission by-laws be amended to eliminate the office of Treasurer.

### **NEXT MEETING**

The next meeting will be held on April 24, 2017 at 12:00 noon.

There being no further business to come before the Commission at this time, the meeting adjourned at 12:55 p.m.

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Diane Burkemper  
Secretary/Treasurer