

150
esky150.org



Honor Escanaba's past ... celebrate its present ... imagine its future!

Steering Committee Meeting

A G E N D A

Noon

Thursday, June 6, 2013

City Hall Meeting Room

- I. Call to Order
- II. Members present
- III. Agenda approval/adjustments
- IV. Approval of Minutes – May 23, 2013
- V. Souvenir Book
- VI. Event Update/Action Plan
- VII. Committee Reports
 - A. Website update
 - B. 150 trees – release of funds
- VIII. Member comments, suggestions, concerns
- IX. Upcoming Meetings – Thursday, June 20, 2013 at noon
- X. Adjournment

REMINDERS:

- ✓ Please bring your buttons/money to the meeting;
- ✓ Please take some brochures to distribute;
- ✓ Check your calendar and volunteer to help with some events

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Expense Budget Revision/Update

June 6, 2013

	<u>Revised Budget</u>	<u>Expended</u>	<u>Balance available</u>
Event Coordination	\$ 11,700.00	\$ 10,920.00	\$ 780.00
Legal expenses	500.00	-0-	500.00
Liability Insurance	5,662.00	5,662.00	-0-
Supplies/materials	3,000.00	1,463.29	1,536.71
Postage/Mailing	900.00	718.25	181.75
Advertising/promotion	20,000.00	13,961.81	6,038.19 -includes buttons
Fundraising expense	1,000.00	973.00	27.00
Fiduciary services	2,700.00	2,225.72	474.28
Events	151,978.00	114,780.00	37,198.00*
Total expenses	\$ 197,440.00	\$ 150,704.07	\$ 46,735.93

*Events

▪ To date expenses	\$ 29,551.34
▪ Approved but not expended	\$ 85,228.66
Total	\$ 114,780.00

	Budget	Expended	Balance Due
BB Secrist 50s Concert	\$ 2,000.00		\$ 2,000.00
Parade/Float Expenses	1,000.00		1,000.00
Dumpster/Garbage/Potties	7,000.00	5,800.00	1,200.00
Tent Rentals	3,000.00	1,786.00	1,214.00
Sound System	8,000.00		8,000.00
People Mover busses	2,000.00		2,000.00
Security	5,000.00		5,000.00
Daily Press Picnic	1,000.00		1,000.00
Pony Rides/Petting Zoo	1,050.00		1,050.00
Fish Pond	1,500.00	1,500.00	-0-
Catte Adams Concert	5,500.00	2,750.00	2,750.00
Holy Name Reunion	550.00		550.00
Bonifas Art Show	2,500.00		2,500.00
Historical Home Tour	2,500.00		2,500.00
Inflatables	2,415.00		2,415.00
Wagon Rides	3,250.00		3,250.00
Band prior to Catte	250.00		250.00
Lumberjack Shows	5,000.00		5,000.00
Lumberjack Concerts	350.00		350.00
Newlyweds Game	1,500.00		1,500.00
Waterski Show	3,000.00		3,000.00
Venetian Night Concert	650.00		650.00
Stage Rental	125.00		125.00
Downtown Festival	500.00		500.00
Search and Rescue Demos	300.00		300.00
Bonifas Radio Show	2,500.00		2,500.00
Business/Industry Event	3,200.00		3,200.00
VIP Gifts	300.00	124.08	175.92
Harbor Hideout Rededication	300.00		300.00
Children's Parade	500.00		500.00
Children's Safety Day	500.00		500.00
Senior Social at Eagles	2,200.00	1,490.00	710.00
Esky Reunion	675.00		675.00
Carnival at Beach w/lifeguards	200.00		200.00
Native American Culture	2,000.00		2,000.00
150 Golf Tournament	100.00	78.83	21.17
Musical Extravaganza HS	500.00		500.00
Maritime Festival	10,000.00	2,250.00	7,750.00
Barn Dance	2,250.00	572.43	1,677.57
Wagon Rides	500.00		500.00
Fireworks	10,000.00		10,000.00
Singing Idol Finals	2,000.00		2,000.00
Jan Garber Concert/Dance Floor	6,000.00	3,000.00	3,000.00
Astronomical Society	200.00	200.00	-0-
Major Donor Gifts	715.00		715.00
Canoe/kayak event	200.00		200.00
150 Trees	10,000.00	10,000.00	-0-
TOTAL	\$114,780.00	\$ 29,551.34	\$ 85,228.66



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Meeting Minutes 05/23/13

Call to Order

Called to order at 12:01 p.m.

Members Present

Pat Baribeau, Kim Peterson, Lori Hertig, Kay Johnson, Lori Rose, Elizabeth Keller, Marilyn Kinsey, James Jankowski, Bob Viau, Deb Millican, and Charles Lindquist.

Approval of Agenda/Adjustments

Additions to the meeting agenda for the Update of Events to take place at the Esky 150 office headquarters, discussion on shade sails for the bandshell, discussion of souvenir book and approval of Esky 150 tree disbursement.

A motion was made by Elizabeth Keller, seconded by Marilyn Kinsey, to approve the meeting agenda with the additions. Ayes were unanimous.

Approval of Minutes – May 9, 2013

A motion was made by James Jankowski, seconded by Marilyn Kinsey, to approve the May 9, 2013, meeting minutes as submitted. Ayes were unanimous.

Treasurer's Report

Reviewed the Treasurer's Report. Balance as of 04/30/13 is \$174,105.62. The Esky 150 Tree Committee has disbanded and no more fund raising is being done. The Hannahville 2% Grant Funds of \$20,000 is not included in the totals as the check has not been received yet.

A motion was made by Marilyn Kinsey, seconded by James Jankowski, to approve the Treasurer's Report as submitted. Ayes were unanimous.

Reviewed the budget and discussed what should be done with any extra money once the celebration is completed. Discussed the Delta County Historical Society and the Esky 150 tree project receiving funding from what is available in the budget upon dissolving the Esky 150 LLC. Discussed keeping the Esky 150 website up and running for some time after the celebration which would be approximately \$100 a year.

Event Update/Action Plan

Tour of the Esky 150 office headquarters was given. Anyone interested in distributing flyers can do so by crossing off a business that they will visit as there is a list available.

Gift Packages for Major Donors – It will cost approximately \$715 for major donors gift packages which will include box with Esky 150 logo, souvenir book, set of buttons, bottle of wine, Saykly's chocolate, and/or tickets for various events (i.e. car race, chicken dinner before barn dance, etc.). Discussed making a few extras in case VIPs attend.

City Signs – Meier's Signs has donated three signs that will advertise the Esky 150 celebration and be placed under the City's welcome signs. A banner will be located on Ludington Street welcoming everyone to the celebration free of charge at the Center Court area.

Lori Rose will work with Nyman's Jewelers on promoting buttons as they will be doing a window display.

Other – Lori Hertig will ask for a two week extension on reserving five rooms at the Best Western Pioneer and contact the other hotels that the reserved rooms were not needed.

A list has been created for volunteers and Kim Peterson will keep the master copy. If anyone is interested or knows of anyone interested in volunteering, they can contact Kim Peterson for available dates and times. Ads seeking volunteers have been placed in the Daily Press.

Molds were previously made for chocolate Esky 150 logo medallions and never used. An order was made and given out at Business After Hours on 05/22/13. They are Saykly's chocolate, however, no advertisement is listed.

June 10th from 4:00 p.m. to 7:00 p.m. will be a meeting for all participants to get information about their set up, electrical, clean-up requirements, collecting insurance policies, etc. Letters will be mailed on such.

A motion was made by Lori Rose, seconded by Marilyn Kinsey, to approve securing the Steel Band for the Parade at a cost of \$500, \$200 for start-up money for a canoe/kayak event and purchasing items for the major sponsor's basket to include seven extra baskets. Ayes were unanimous.

Discussed ordering more hospital buttons. Kay Johnson will check with Jack Beck to see how many he has available. If needed, more will be ordered to complete some full sets. Discussed

left over buttons being given to the Delta County Historical Society to use the proceeds from such.

Committee Reports

Historic Home Tours – Elizabeth Keller stated the historic home tours are going good and she would like to meet with Kay Johnson and Lori Hertig to further discuss the transportation process.

Downtown Mini-Museums – There will be four downtown mini-museums and one display at 1210 Ludington Street entitled “Sweet Memories”.

Tree Committee – Marilyn Kinsey stated DTE has planted a tree on their property and will be included in the Esky 150 tree project.

A motion was made by James Jankowski, seconded by Elizabeth Keller, to approve expenditures of \$750 for the Lemerand Field Project. Ayes were unanimous.

Shade Sails for the Bandshell

Discussion took place on purchasing shade sails for the bandshell. These sails wouldn't provide relief from the sun, but would be decorative. There would be involvement in having someone construct the layout of such to insure safety, stability and durability. The cost is \$900 for six shade sails.

A motion was made by Kim Peterson, seconded by Elizabeth Keller, to deny this request as there was not anyone available to chair this purchase and/or oversee the set up and construction of such. Ayes were unanimous.

Souvenir Book

A color copy of the draft souvenir book was reviewed. Additional photographs are being collected. Comments made were that the souvenir book didn't include the Esky 150 logo, 150 tree project, new Besse Park, or museum remodel. Discussed having a separate page for each individual day listing each activity and time. Consensus was that some pages only had one photograph and looked like “filler” pages which could be combined with other photographs and gave a sense of “emptiness”.

Discussed the Daily Press being given the souvenir book project and no real sense of feel on what the Committee was looking for.

Discussed a map and the purpose of such as it should relate to locations and activities.

Lori Rose offered to proof the souvenir book before it went to publication.

A subcommittee was established with Pat Baribeau, Bob Viau and Karen Lindquist. The deadline for revising the souvenir book was June 7th with the hopes of having a rough draft by June 1st or 2nd. The Daily Press will let the subcommittee utilize their computer program to edit the draft souvenir book.

Members Comments, Ideas, Concerns

Information will be placed on the website about the chocolate medallions being distributed by Saykly's.

Lighthouse is opening on Sunday for the season.

Upcoming Meetings

Upcoming meeting is scheduled for Thursday, June 6, 2013, at noon.

Adjournment

Motion was made by Charles Lindquist, seconded by Elizabeth Keller, to adjourn at 1:15 p.m. Ayes were unanimous.