

MINUTES OF PROCEEDINGS
THE SPECIAL FINANCE & SPECIAL EVENTS COMMITTEE
HELD AT THE VILLAGE BOARD MEETING ROOM AT
9500 W. BELMONT AVENUE
OF THE VILLAGE OF FRANKLIN PARK, ILLINOIS
TUESDAY, MAY 27, 2014

I. CALL TO ORDER: John Johnson called to order the special meeting of Finance and Special Events at 1:05 p.m.

II. ROLL CALL: Committee members present: John Johnson. Absent: Bill Ruhl, Cheryl McLean. John Johnson declared there was no quorum.
Also present: Karen Bellendir, Ron Heller, Lisa Anthony via conference call, Eric Richard, Carmen Cupello, Joe Lauro, Mike Saeli, Don Fulmer, Murray Weimer, Dawn Catanzaro, Kevin Quinlan, and Cynthia Perez.

IV. NEW BUSINESS

Railroad Daze

- Don Fulmer reported there will be 14 train cars for sure but he is waiting on Amtrak for 2 more train cars. Iowa Pacific and Canadian National will be the ones providing the other train cars. There should be 16 train cars for the event. Mr. Fulmer stated Ruby Street will not be blocked.
- Trustee Johnson spoke about having a fact sheet/handout of what the equipment is to pass out to the public. Mr. Johnson thought 1,000 handouts would be sufficient. He suggested having 500 for the volunteers to pass out in the train cars and the other 500 on a table. Mr. Johnson spoke about National Train Day down at Union Station. Mr. Johnson asked if the model train display could be moved under the tent if it rains. Mr. Johnson spoke about working on signage for the event. There was discussion on signage to be used for the event. Mr. Johnson spoke about the volunteer picnic to be held from 6:00 p.m. to 8:00 p.m.
- Cynthia Perez reported there is \$31,350.00 in sponsorships received. Kevin Quinlan is following up with Canadian Pacific for a donation of \$2,500.00. Ms. Perez spoke about the beer tent and distributors. Beer and wine will be served. Ms. Perez spoke about needing volunteers for Saturday. Pam Rodriguez is handling the volunteer list. If there is a shortage of volunteers, the Rangers will be used to fill up spots. Ms. Perez reported the ATM has been booked.
- Murray Weiner from entertainment reported everyone is contracted and they have all received deposits. Mr. Weiner wanted to know when it was a good time for the entertainment to set up on Thursday. The Hester Jr. High jazz ensemble will play from 5:00 p.m. to 5:30 p.m. but were told they could start a little earlier.
- Lisa Anthony/Mike Saeli discussed setting up on Wednesday
- Lisa Anthony reported letters were sent out to businesses

- Dawn Catanzaro from Public Relations reported there will be an opening night reception at the B-12 Tower hosted by the mayor. A second reminder to the volunteers will be mailed out. There will be a full-page ad next week in the Pioneer Press newspaper for Railroad Daze. There will also be information on the community calendar and ads on Facebook. There will be biographies on the bands. Radio stations have been contacted to promote the event along with flyers that have been distributed. Ms. Catanzaro will double check if flyers were sent out to merchants.
- Mike Saeli reported tents have been reserved and H & H Electric will be installing the electric after the tents have been set up.
- Joe Lauro spoke about electrical supply and safety issues.
- Kevin Quinlan gave an update on the vendors. There will be 20 non-food vendors and 10 food vendors. There will be food all three nights. Mr. Quinlan spoke about the food being offered at the event. Mr. Quinlan spoke about a certified letter for Dan Pritchett regarding parking by his business.
- There was discussion on carnival food being provided.
- Carmen Cupello asked about providing water for the food vendors for cleaning purposes. Mr. Cupello reported the inspector will start inspecting on Thursday morning.
- Eric Richard reported the billboards are up and running on the toll way to advertise Railroad Daze.

V. PUBLIC COMMENTS – None.

VI. ADJOURNMENT

Mr. Johnson adjourned the meeting at 2:14 p.m.

Karen Bellendir, Clerk Assistant