

**WAUWATOSA CIVIC CELEBRATION COMMISSION
MEETING MINUTES
THURSDAY SEPTEMBER 22, 2011**

1. Attendance:

Present: Mike Anich, Rick Beattie, Bill Berdan, Don Birschel, Bob Brunow, John Hallanger, Dan Lofy, Kevin Mullen, Judy Randall, Jamie Swisher, and Wendy Venske. Excused: Cheryl Berdan, Patrick McNally, Brit Swisher, Lori Murphy, and Paul Leist.

2. Minutes:

John Hallanger called the meeting to order. Bob Brunow made a Motion to approve the August, 2011 Minutes. Bill Berdan seconded the Motion. Minutes were approved.

3. Old Business:

- a. Don Birschel noted that although there was a car available for CH 58, they did not connect on the day of the Parade. It was decided that the member in charge of cars should be in the section using the cars to eliminate confusion.
- b. Judy Randall passed around a "Thank You" card for Sherryl Wedel, thanking her for her many years of service.
- c. Judy Randall handed out copies of the following:
 - i. Letter to prospective donors
 - ii. Donation form with return envelope (personal note of thanks if past donation/participation)
 - iii. Thank you letter
 - iv. List of past Parade themes
- d. Memorial Day 2010. Bob Brunow noted that attendance was very low and feels the program needs to be reinvigorated. There were no flyers or bulletins and we neglected to invite the Mayor. There was discussion about changing the venue to City Hall. Bob Brunow will contact City Hall to investigate. Rick Beattie will contact the Civic Band to get their thoughts on a change of venue. Mike Anich talked about a Marine Corps Memorial Day program and will check with them about how they advertise the event to VFWs and other avenues to notify newer veterans. It was noted that the writing contest done in the past brought awareness to youngsters of what the day is honoring.

5. New Business:

- a. Parade Theme: Judy Randall made a Motion to select “***Proud to be an American***” as our 2012 theme. Bill Berdan seconded the Motion. The Motion passed.
- b. Grand Marshal: It was suggested that we ask the Mortgridges again. Rick Beattie is on the FOHPP Board and will see about availability at the next meeting. Another option would be to honor Denise Lidberg and the FOHPP volunteers.
- c. Parade Judges: Tabled.
- d. Parade: Dan Lofy handed out copies of forms other parades in the area are doing and noted that their forms are available online and are simplified. Dan Lofy offered to put together new simplified forms. Bill Berdan suggested he provide copies of the new forms for Commission Members a few days before the October meeting so that we can discuss them at the meeting.
- e. Bob Brunow will contact the City to see what website/webpage options might be available to the Commission.

6. **Assignments for 2012:**

A. **Memorial Day** – Bob Brunow and Don Birschel

B. **Parade** – Dan Lofy and Bob Brunow

C. **Afternoon Program** – Patrick McNally and Rick Beattie

D. **Committee Assignments:**

a. **Flyers/PR/Advertising** – Brit and Jamie Swisher. No Report

b. **New Units** – Entire Commission

c. **TV Coverage** – Judy Randall. No report.

d. **Flags** – Bob Brunow. No report.

e. **Fundraising** – Judy Randall: No report.

f. **Judging/Awards** – Mary Foley: No report.

g. **Permits/Support Services (Port-O-Johns, Concessions, Radios)** – Wendy Venske. No report.

h. **Golf Carts** – Bill Berdan: No report.

i. Volunteer Coordinator – Wendy Venske: No report.

j. Mayfair Contacts, Insurance – John Hallanger. No report.

k. Signage – John Hallanger: No report.

l. Cars – Don Birschel: No report.

m. Contacts with Officials – Cheryl Berdan: No report.

n. Floats – Cheryl Berdan: No report.

o. Traffic – Bill Berdan & Don Birschel: No report.

A Motion to adjourn was made by Kevin Mullen and seconded by Wendy Venske. Motion passed and the meeting adjourned at 8:03 p.m.

Respectfully submitted,
Jamie Swisher