

**WAUWATOSA CIVIC CELEBRATION COMMISSION  
MEETING MINUTES  
THURSDAY, AUGUST 23, 2012**

**1. Attendance:**

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

**2. Minutes:**

John Hallanger called the meeting to order. Bill Berdan made a motion to approve the July, 2012 Minutes. Judy Randall seconded the Motion. Minutes were approved.

**3. Old Business:** John Hallanger has checked the Hot Line. Ken Head Juggling Review left a message on 7/13/12 looking for his check. All checks have since been sent.

**4. New Business:** Dan Lofy made the suggestion of Wauwatosa film maker, Dan Hayes, for Grand Marshal in 2013. Tabled to next meeting.

**5. Assignments for 2012:**

**A. Memorial Day** – Don Birschel and Bob Brunow. Some discussion was had regarding attendance. Bob estimates 2012 attendance at 75. Discussion of Essay Contest tabled to next month.

**B. Parade** – Dan Lofy: Tripoli Shriners sent a letter asking for their check. Dan will call their contact and ask what their fee is and arrange for payment.

**C. Afternoon Program** – Patrick McNally and Rick Beattie. Pat and Rick will discuss later start time options.

**D. Evening Program** – Bob Brunow. In the future, Bob will reiterate start time with Bartolotta.

**E. Committee Assignments:**

**a. Flyers/PR/Advertising** – Brit and Jamie Swisher. Need pictures for website.

**b. New Units** – Dan Lofy:

**c. TV Coverage** – Judy Randall: Pick up requested Parade videos that Carmelo was kind enough to make at City Hall.

- d. **Flags** – Lori Murphy. Dan Lofy says we have plenty of flags – perhaps enough for 2 years. Due to the extreme heat, there were fewer people along the Parade route at the time the scouts were handing them out.
- e. **Fundraising** – Judy Randall: In 2013, Judy will do fundraising letters; however, will not be available in June and July for further duties.  
REMINDER – MAY 2013. All Commission members need to sign off on in-kind donors for programs.
- f. **Judging/Awards** – Mary Foley.
- g. **Permits/Support Services (Port-O-Johns, Concessions, Radios)** – Wendy Venske.
- h. **Golf Carts** – Bill Berdan:
- i. **Volunteer Coordinator** – Bob Brunow is considering handling volunteer coordination.
- j. **Mayfair Contacts, Insurance** – John Hallanger.
- k. **Signage** – Mike Anich:
- l. **Cars** – Don Birschel: Would like to set up a car “check-in” area for all cars for Parade set up. Dan Lofy suggested cars check in and then go to designated area. Judy Randall suggests providing announcers with car information for inclusion in TV coverage.
- m. **Contacts with Officials** – Bill Berdan will handle.
- n. **Floats** –
- o. **Traffic** – Bill Berdan & Don Birschel:

A Motion to adjourn was made by Bill Berdan and seconded by Don Birschel. Motion passed and the meeting adjourned at 7:40 p.m.

Respectfully submitted,  
Jamie Swisher