

TOWN OF ST. GERMAIN

INDEPENDENCE DAY COMMITTEE

Meeting Minutes

DATE January 2, 2024
 TIME 4:30pm
 LOCATION St. Germain Community Center
 Room 4
 Zoom: <https://www.zoom.us>
 ID 868 1691 6995 and Passcode 150123

Attendees (“X” indicates present, “R” indicates remote, “A” indicates absent)

Voting Members

Non-Voting Members

Cookie Lough	X	Jeff Sauer	X	Jacki Goebel	R	Stacy Swenson	A
Joanne DeWig	X	Jim Swenson	X	Tom Kammel	A	Ken Dahnke	X
Lisa Penner	X			Gary Penner	X	Jennie Saltzgeber	A
Ted Ritter	X			Lois Rudiger	A	Stephanie St.Germaine	A

Opening		Speaker	Comments
1.	Call the meeting to order	Cookie	Cookie called the meeting to order at 4:30pm
2.	Meeting posting confirmation	Cookie	The agenda was posted to Camps, Post Office and Community Center on 12/28/2023.
3.	Roll Call – confirm quorum	Cookie	All voting members were present.
4.	Public Comments	Cookie	No public comments.
5.	Approve previous meeting minutes	Cookie	<p>Jim Swenson requested that Lisa change Anne Small to Stacy Swenson on the Non-Voting Members contact list and meeting attendees.</p> <p>No other changes or additions.</p> <p>Jim made a motion to accept the November 2023 meeting minutes with the requested change above. Joanne seconded the motion. All – aye</p>

Unfinished Business		Speaker	Comments
1.	Collecting, organizing and storing Committee documents on the cloud	Ted	Ted sent a list of what other Committees are storing in the cloud. Issue closed.
2.	Review Committee page on town website	Board	Joanne said to take off the DNR Wildlife picture from the website as they will not be participating in 2024. All other pictures should remain.
3.	Review and approve expenses incurred since previous meeting	Board	No expenses to review.
4.	Review any contracts that require signature / verify insurance papers provided	Board	No contracts to review.

New Business		Speaker	Comments
1.	Project Schedule and supporting documents review	Cookie	Joanne requested that Lisa change the sponsor letter date to March 1 from February 1.

			<p>Cookie requested all board members to come up with ideas for a parade theme by the February meeting.</p> <p>Because of voting day, the Committee will change the April meeting date to April 4 (Thursday) for 2024.</p> <p>The Committee established the date for the park tour with DPW on 6/20 @ 4:30pm. Jim Swenson to work with DPW and the Town Board on the proposed date/time approval. Lisa to add this date to the project schedule as well.</p> <p>The Committee wrap up meeting for the 2024 event will be held on July 2.</p> <p>Jeff Sauer to contact Eliasons for sponsor donations. Jeff also offered to do others if Joanne would like that.</p> <p>Cookie started reaching out to organizations regarding nominating a Grand Marshall. A decision on the Grand Marshall will be at the March meeting.</p> <p>Cookie to reach out to Diedre Strauss about driving the Grand Marshall car. Susan Sauer will act as backup if Diedre is unable or unwilling to participate this year.</p> <p>The Chamber of Commerce has not nominated a Volunteer of the Year for 2023. Lisa to remove all lines on the project schedule for Volunteer of the Year.</p> <p>Jeff brought up coordinating handing out parade entry forms for those groups that show up to the parade without filling out an application ahead of time.</p> <p>Joanne requested Lisa remove line 54 "Contact Vendors" from the project schedule.</p>
2.	Updates on potential 2024 events	Joanne	<p>The Juggler is available for the event but would like to be covered because of heat/sun. Joanne suggested using the large pavilion after he is done with the parade. Another possibility was having the Juggler perform during The Marvin breaks. The Marvin would then be needed during the day to perform.</p> <p>Joanne said that a trampoline group might be able to participate in the event if things don't work out with Juggler. Trampoline group show is 15 minutes shows 3x per day for a cost of \$3,000. The Juggler is \$995 for 2024. It may be possible to rent a tent for the Juggler which would reduced costs from the cost of the Trampoline group. Lisa mentioned the tent was around \$500 to rent from Sam's Rentall and she will reach out to Sam's for information on sizes (Including height) and cost.</p> <p>Brian McLoughlin is available from 5-8pm available for \$300. The Committee asked Joanne to proceed with confirming Brian and getting his contract.</p>

			<p>The Petting Zoo is interested in participating in 2024. Joanne needs to discuss cost with them.</p> <p>Wild Instincts update – won't know much more until April.</p> <p>Watersmeet Lake Guards want to come back.</p> <p>Trees for Tomorrow to be contacted by Joanne.</p> <p>DNR Firefighters changed contacts. Joanne to reach out to find out the new contact is.</p> <p>National Guard update – Joanne to reach out.</p> <p>K9 update – Joanne to reach out.</p> <p>Haven Pines – Joanne talked to them last year about horse and wagon rides. Cookie reached out this year but insurance is going to be the question.</p> <p>Chainsaw carvers are all professionals and are asking \$800-\$1000 plus 1 couple asking \$1600 plus lodging. All Chainsaw Carvers would require a waiver from the Town. This issue is being dropped as the Town will not provide a waiver.</p> <p>Food – no update at this time. Ken thought the Lions might do brats and hot dogs. Other suggestions were walking tacos and hamburgers. Cookie is not in favor of walking tacos. Ken to follow up at January meeting on what the group is thinking about food options for this year.</p> <p>Wifi – no update at this time.</p> <p>Cookie confirmed WJRO for the event.</p> <p>Cookie would like to change 1 judge every year. Joanne suggested Wendy from Premier Powersports.</p> <p>Joanne to send Lisa a copy of the sponsor letter and Lisa will put on the IDC letterhead and bring to February meeting for Joanne to have copied.</p>
3.	Updates on parade entries / email from June Vogel	Board	<p>Evelyn Wirth – will be driven by mother, Suzanne Wirth, in her convertible.</p> <p>Made contact with Premier Powersports but have not heard back as yet.</p> <p>Jeff has reached out to the bagpipe group and Janesville Drum & Fife Corp. Waiting on response. Jeff cited an issue with sirens from businesses and drowning out the bagpipe group or Drum & Fife Corp. May require lodging for the groups.</p> <p>Evelyn Wirth will be participating in the parade as a teen pageant queen. She will ride in her mother, Suzanne Wirth, convertible with her tiara and sash.</p>

			Lisa reached out to Premier Powersports regarding the judges stand for the parade. She is waiting on a call back.
4.	To Do list	Cookie	

Closing		Speaker	Comments
1.	Question or concerns from committee members	Board	Nothing further was discussed.
2.	Next meeting date		Confirmed February 6, 2024 as the next Committee meeting.
3.	Call for Adjournment		Cookie adjourned the meeting at 5:26pm.

To Do List

#	Item	Responsible Person	Status
X1	Bring the Committee a listing of what is currently on the cloud for other Town committees and share it for discussion at the next meeting.	Ted	COMPLETED
X2	Add "pending" to all pictures/information until the 2024 events are confirmed. Remove Rocking W Stable from the site as they do not have insurance as yet and, therefore, cannot participate in the events.	Ted	COMPLETED
X3	Talk to the owners of the units for permission to "snake" floats around the storage units for the parade lineup.	Jeff	Open
X4	Adjust the budget number for Parade Bands to \$250.	Jeff	COMPLETED
X5	Update the event schedule, including assignments, and provide the information back to the committee at the next meeting.	Lisa	COMPLETED 12/18/2023: Draft sent to all Board members for review and changes.
X6	Download the parade application from the town website and update it for 2024. Send Lisa a list of people to send the parade application to.	Lisa Cookie	12/18/2023: Need parade theme to complete application form. COMPLETED
X7	Follow-up with Noble on their availability for the parade this year.	Ken	Open
X8	Talk with Joe Puerzer to find out when the ant treatment should be done and the cost.	Ted	Open
X9	Update the committee letterhead for use with the Donor Letter.	Ted	COMPLETED
X10	Follow up with Brian McLaughlin on his availability to play on the day of the event either before the parade or after.	Joanne	COMPLETED
X11	Follow up with Marvin on his availability to play on the day of the event either before the parade or after.	Ken	COMPLETED
X12	Work with DPW and the Town Board on the proposed date/time approval for the DPW and Committee park walk thru on 6/20 @ 4:30pm.	Jim	
X13	Reach out to Sam's Rentall for information on sizes (Including height) and cost.	Lisa	
X14	Joanne to send Lisa a copy of the sponsor letter and Lisa will put on the IDC letterhead and bring to February meeting for Joanne to have copied.	Joanne Lisa	