



July 26, 2012  
7:00 pm  
Multi-Purpose Room

### Agenda

- I. Review and approval of June 28, 2012 Minutes
- II. Budget Report
- III. Staff Reports
  - a. Administration
  - b. Public Works
  - c. Police
  - d. Fire
- IV. Recap this year's VillageFest:
  - A. Entertainment

Jim Cosgrove, Funky Mama & sound system	\$2,300
Surftones	\$1,200
DJ - pancake breakfast	\$ 400
Singer	\$ 100
DJ Main Stage	\$ 500
Flyover	\$1,200
  - B. Family Activities

Petting Zoo	\$ 975
Clement McCrae Puppets	\$ 875
Face Painters (5 for 4 hours)	\$1,600
Wacky Hair	\$ 640
Pony Rides	\$ 975
Inflatabilities	\$1,605
Ararat Shrine Clowns (3 for 4 hours)	\$ 600
Photo Booth	\$ 500
Video Game Van	\$ 400
Human Hamster Balls	\$ 650
Rock Wall and Trackless Train	\$1,450
Creativity Center	\$ 508.50
Laughing Matters	\$ 500
Yo-Yo	\$ 140
  - C. Other Expenses

Give-a-ways	\$600
Don Mackey	\$300
Stage	\$827
- V. Ending Time
- VI. Volunteers
- VII. Volunteer Hospitality
- VIII. Craft Show
- IX. Pancake Breakfast
- X. History Display
- XI. Food Vendors
- XII. Burger Contest
- XIII. Tables and Tents

## VILLAGEFEST COMMITTEE

June 28, 2012

The VillageFest Committee met June 28, 2012 at 7:00 pm. Present and presiding, Marianne Noll. Members present: Beth Cavanaugh, Ed Roberts, Art Dick, Susan Forrest, Cindy Clark, Diana Ewy Sharp, Doug Sharp, Patty Jordan, Deke Rohrbach, Dale Warman, Kathy Peters, Toby Fritz, Ted Fritz, Wes Jordan, Byron Roberson, Mike Helms, Quinn Bennion and Jeanne Koontz.

### Minutes

Ed Roberts moved approval of the minutes of the May 24, 2012 meeting. Toby Fritz seconded the motion which passed unanimously.

### Staff Reports

A. Administration - No report.

#### B. Public Works

Mike Helms said he rented a misting fan to help with the extreme heat. The committee discussed having water coolers set-up as well. Marianne Noll said the Boy Scouts will be returning to sell water and last year's proceeds went to the Joplin tornado victims.

#### C. Police Department

Byron Roberson noted the employee breakroom will be a triage location for Med-Act. The Child ID Center is ready to go.

#### D. Fire Department

The Fire Department built their own fire house target and the ladder truck will go up at 11:30 am with Mayor Shaffer.

### Budget Report

Marianne Noll said there were two last minute sponsors: Harvey for Senate and Wolf for Senate. Patty Jordan requested signs for the craft show.

### Decorations

Kathy Peters asked for help at 6:00 am to put up balloons. The flags will be put up on July 3<sup>rd</sup> at 7:00 pm.

### Volunteers

Beth Cavanaugh reported she has 14 volunteers.

### Activity Reports

#### A. Entertainment - Quinn Bennion

The Surf Tones are ready.

#### B. Marketing - Marianne Noll & Jeanne Koontz

Yard signs are available for distribution and the banners are up. Marianne reported the facebook presence has been building.

#### C. Children's Craft Center - Patty Jordan

No report.

- D. Crafts - Patty Jordan  
Patty Jordan reported there are 17 participants and possibly 2 more. The parking spaces will be marked and numbered and crafters will be assigned a space.
- E. Patriotic Service  
The Boy Scouts will present the colors. Susan Lee will sing. The Community Spirit Awards will be presented.
- F. Food Vendors - Susan Forrest  
Food vendors need to be set-up by 8:30 am.
- G. History Display - Ted Fritz  
Ted Fritz said he is ready to go and will also make buttons for the kids waiting in line for their IDs.
- H. Hospitality - Doug Sharp  
Doug Sharp reported that Johnny's will provide the food again this year for 100 people.
- I. Children's Parade  
Jim Cosgrove and Laughing Matters will lead the Children's Parade.
- J. Information Booth - Beth Cavanaugh  
No report.
- K. Community Spirit Award - Diana Ewy Sharp and Toby Fritz  
Four awards will be given in the following categories: organization, business, resident and lifetime.
- L. Bike Rodeo - Byron Roberson  
No report.
- M. Children's Fingerprinting - Ed Roberts  
No report.
- N. Committee Shirts - Marianne Noll  
Committee shirts are here.
- O. Committee Booths - Jeanne Koontz & Marianne Noll  
No report.

**Other Business**

Dale Warman will communicate with Steve regarding the plane flyover. The National Guard will be bringing a humvee.

The meeting adjourned at 7:50 pm.

Marianne Noll  
Chair

VillageFest Revenue 2012

Item/Source	Budget	Received	Committed
City Allocation	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Food Vendor Fee	\$ 350.00	\$ 700.00	\$ 525.00
Capital Federal	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Commerce Bank	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Taylor Made Team	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Renewal	\$ 750.00	\$ 750.00	\$ 750.00
Lane4 Properties	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Old Mission Masonic Lodge	\$ 500.00	\$ 500.00	\$ 500.00
O'Neill's Restaurant	\$ 500.00	\$ 500.00	\$ 500.00
Mission Road Animal Clinic	\$ 500.00	\$ 500.00	\$ 500.00
Harvey for Senate	\$ 750.00	\$ 750.00	\$750.00
Wolf for Senate	\$ 750.00	\$ 750.00	\$750.00
Prairie Village Arts Council	\$ 350.00	\$ 350.00	\$ 350.00
60th Anniversary	\$ -		
Pancake Breakfast	\$ 1,000.00	\$ 4,795.00	
Shirts	\$ 200.00		
<b>SUBTOTAL</b>	<b>\$ 24,650.00</b>	<b>\$ 28,595.00</b>	<b>\$ 23,625.00</b>
Friends of VillageFest		\$ 2,475.00	\$ 2,475.00
<b>TOTAL</b>	<b>\$ 24,650.00</b>	<b>\$ 31,070.00</b>	<b>\$ 26,100.00</b>

VillageFest Expenses 2012

Item/Activity	Budget	Spent	2011 Expenses
<b>Entertainment</b>			
Cobras	\$ -	\$ -	\$ -
Cosgrove/Funky Mama/Sound System	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00
Headliner	\$ 1,200.00	\$ 1,200.00	\$ 2,123.00
Patriotic Service - DJ Singer	\$ 400.00	\$ 400.00	\$ 400.00
	\$ 100.00	\$ 100.00	\$ 100.00
Color Guard/JROTC		\$ -	\$ -
Miller-Marley Dance		\$ -	\$ -
Skydivers		\$ -	\$ 2,115.00
Main Stage DJ	\$ 500.00	\$ 500.00	
Emcee	\$ -	\$ -	\$ 100.00
<b>Total Entertainment</b>	<b>\$ 4,500.00</b>	<b>\$ 4,500.00</b>	<b>\$ 7,138.00</b>
<b>Family Activities</b>			
Petting Zoo	\$ 975.00	\$ 975.00	\$ 937.50
Stiltwalker	\$ -		\$ 300.00
Clement McCrae Puppets	\$ 875.00	\$ 875.00	\$ 875.00
Craft Center Supplies	\$ 500.00	\$ 500.86	\$ 508.50
Face Painter - Sister Act 5 for 4 hrs	\$ 1,600.00	\$ 1,600.00	\$ 1,200.00
Scott Klamm	\$ -	\$ -	\$ -
Pony Rides	\$ 975.00	\$ 975.00	\$ 937.50
Mascots	\$ -	\$ -	\$ -
KC Wolf	\$ -	\$ -	\$ -
Inflatables	\$ 1,605.00	\$ 1,605.00	\$ 1,750.00
Train Show		\$ -	\$ -
Mustang Club	\$ -	\$ -	\$ -
Ararat Shrine Clowns (3 clowns for 4 hours)	\$ 600.00	\$ 600.00	\$ 450.00
Petting Zoo Cups & Sanitizer	\$ 20.00		\$ 17.87
Fun Services - Trackless Train			
Rock Wall, 2 operations attendants	\$ 1,200.00	\$ 1,450.00	\$ 882.76
Re-enactor - Rolland Love	\$ -	\$ -	\$ -
Magician - Eric Price		\$ -	\$ -
SME Robotics	\$ -	\$ -	\$ -
Greg Keller - Balloon Artist			\$ 300.00
Sister Act Wacky Hair - 2 artists for 4 hours	\$ 640.00	\$ 640.00	\$ 570.00
Giggles n Jiggles LLC	\$ 650.00	\$ 650.00	\$ 600.00
Games 2 - \$100/hr	\$ 400.00	\$ 400.00	\$ 400.00
Photo Booth	\$ 500.00	\$ 500.00	\$ 400.00
Laughing Matters	\$ 500.00	\$ 500.00	
Yo-Yo Champion	\$ 140.00	\$ 140.00	
Beaks N Wings	\$ -	\$ -	\$ -
<b>Total Family Activities</b>	<b>\$ 11,180.00</b>	<b>\$ 11,410.86</b>	<b>\$ 10,129.13</b>
<b>Pancake Breakfast</b>			
Chris Cakes	\$ -		\$ -
Coffee Vendor	\$ 240.00	\$ 240.00	\$ 240.00
Start-up Cash	\$ 400.00	\$ 400.00	\$ 400.00
<b>Total Pancake Breakfast</b>	<b>\$ 640.00</b>	<b>\$ 640.00</b>	<b>\$ 640.00</b>
<b>Advertising</b>			

VillageFest Expenses 2012

Item/Activity	Budget	Spent	2011 Expenses
Website	\$ 100.00		\$ 34.99
Tastebud Magazine	\$ -	\$ -	\$ -
Flyers			\$ 150.00
Don Mackey	\$ 500.00	\$ 300.00	\$ 550.00
Alphagraphics		\$ -	\$ -
Logo Design			\$ 855.97
<b>Total Advertising Budget</b>	<b>\$ 600.00</b>	<b>\$ 300.00</b>	<b>\$ 1,590.96</b>
<b>Supplies</b>			
All Seasons Tent			\$ 1,219.57
Stage	\$ 827.00	\$ 827.00	
Decorations	\$ -	\$ -	\$ -
Balloons	\$ 650.00	\$ 650.00	\$ 850.00
Flags	\$ -	\$ -	\$ -
Give-aways	\$ 600.00	\$ 544.01	\$ 1,622.39
Gift Card prizes for Student Contest	\$ -		\$ 175.00
Community Service Awards	\$ 200.00	\$ 220.00	\$ 167.50
VF Shirts	\$ 600.00	\$ -	\$ 582.85
16 Trash Cans		\$ -	\$ -
7 Tables		\$ -	\$ -
Yard Signs	\$ -		\$ 622.00
5 Tents			\$ 413.26
Hula Hoops			\$ 43.51
Sponsor Decals	\$ 110.00	\$ 108.75	\$ 78.43
Golf Cart Rental	\$ 130.00	\$ -	\$ 130.00
Buttons	\$ 75.00	\$ 35.95	
Boomlift		\$ -	\$ -
<b>Total Supplies</b>	<b>\$ 3,192.00</b>	<b>\$ 2,385.71</b>	<b>\$ 5,904.51</b>
<b>TOTAL</b>	<b>\$ 20,112.00</b>	<b>\$ 19,236.57</b>	<b>\$ 25,402.60</b>

**Municipal Foundation Expenses**

Banners	\$ 552.00
T-shirts	\$ 852.00
Pancake Breakfast	\$ 3,146.64
Misting Fan (2)	\$ 100.00
Tables (6)	\$ 299.88
Water & Trash Bags	\$ 30.30
Tents (3)	\$ 195.73
Polo Shirts	\$ 498.12
Plane Flyover	\$ 1,200.00
	<b>\$ 6,874.67</b>
<b>Total VillageFest Expenses</b>	<b>\$ 26,111.24</b>