

## Agenda

Homer Township & Village of Homer Glen

# Parade & Festival Committee

Tuesday May 17, 6:30pm

Homer Township Administration Office, 14350 W. 151<sup>st</sup> St., Homer Glen

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1. Call to order
2. Pledge of Allegiance
3. Roll Call; Establish Quorum
4. Amendments to Agenda
5. Approval of Minutes
6. Public Comment/ Input
7. Announcements
8. Old Business- (Motion or Action may be requested)
  - a. Vendors/ Vendor Tent
    - i. Evaluation/ Selection of vendors
    - ii. Insurance requirements
  - b. Food vendors
    - i. Schedule Vendor Meeting date and time
    - ii. Insurance requirements
  - c. Beer Tent Organizations
    - i. Evaluation/ Assignment of Non-profit Orgs for Beer Tent shifts
  - d. T-shirts
    - i. Evaluation of quotes/selection of vendor, finalize order
  - e. Security/ Services
  - f. Fireworks/ Pre fireworks- kid zone
  - g. Sponsorship
  - h. Carnival
  - i. Bands/ Audio
  - j. Tent Rental
  - k. Advertisement
  - l. Special Needs Day
  - m. Volunteers
  - n. Parade- performer update
9. New Business- (Motion or Action may be requested)
  - a. Event cash management
  - b. General policies
    - i. Ex- animals, bag search, etc.
10. Next Meeting- 5/31/16
11. Adjournment