

## Horicon Phoenix Program

### March Monthly Meeting ~ Sunday, March 2, 2014

- **Call to Order**
  - Meeting called to order at 6:05 pm by President Liz Darner
- **Approval of February Minutes**
  - Liz asked for a motion to approve Feb minutes. Jenny H motioned, Mercia 2<sup>nd</sup> and motion passed
- **Public appearances**
  - Mayor Neitzel arrived midway through meeting
- **Correspondence and bill paying**
  - Thank you card passed around to be signed by board members
- **Old Business**
  - Vote on Directors approving committee expenditures
    - Group discussed this resolution for official vote in April's meeting and drafted it as follows:
      - Event and project budgets, and expenses for the group will be established by the board as a whole. Directors over that area, event, or project will supervise purchases or expenditures less than 1000 from those approved budgets. Large purchases totaling 1000 or more must be brought before the board and approved by a vote prior to the purchase or expenditure being made. Blanket motions to approve multiple purchases may be used at the discretion of the board. If the budget for an event, project, or expenditure needs to be increased, a new budget must be submitted and approved by the board. Voting to approve expenditures or budgets may take place either at the monthly board meeting or via conference call as long as a quorum is present. The motion will be noted in the next month's minutes should it take place outside the monthly board meeting. This policy will take effect once approved.
- **Organization Committee Report (Liz Darner, Chair)**
  - Executive Director Report (Dan)
    - Grants, fundraising, advertising
      - Dan reported on status of fundraising and sponsorship
      - Dan passed out new booklet to be viewed and allocated amounts to be distributed around town
    - Report on Horicon Family Chiropractic fundraiser at Horicon bank

- Successful. Raised \$600 for group. Check presentation ceremony will be next week.
- Website development and traffic report (Jenny H.)
  - New e-mail addresses
    - Each director has been given a new email address and these will be posted on website. Liz requested that event/project committees always cc the director over them
    - Jenny H set up google analytics on new site and will have stats next month
    - Suggested by member that we create a LinkedIn business page
- **Promotion Committee Report (Leslie Lecours, Chair)**
  - Jersey Street Music Festival update (Dan and committee)
    - Dan recapped JS planning meeting. Volleyball will hopefully be added. There is a possible conflict with Theresa. Should be on Sat. Petting zoo confirmed and art show. Will be lining up volunteers
  - Summer Concert Series update (Dan)
    - All bands set, Kathy has only two days open for food sales. Liz has list of charities to help, asked for any other suggestions, and will be contacting them soon. Jenny H will get a webpage up this month for concerts
  - Farm Market update (Kathy, Dan, Liz)
    - Liz wants to expand events through October so keep people coming even when concerts end. Will be making a list
  - Horicon Huk (Dan, Eric)
    - Dan and other met and made changes to event. This will increase the budget. He will type up a summary of why these are being made and get it to the board. Still hoping to have signs ordered and installed prior to event
  - Labor Day Weekend Celebration
    - Fireworks coordinator (contract with 5 Star and filing all forms with City and HFD)
      - Jenny H will coordinate this
    - 5k run coordinator
      - Dan has asked Carmen, waiting for response
    - Ace Race coordinator
      - Dan or Eric will coordinate
    - Music / special program coordinator
      - Tammy suggested having a talent show to get more families involved. Idea liked by all. She will coordinate this. Dan will book Soggy Prairie Bottom Boys
    - Bouncy houses again?

- Group would like to do this again but maybe with a different company
  - coordinate with Ice Cream Station
    - Tammy will do this
  - Coordinate with Legion
    - Dan will do this
  - Advertising coordinator
    - Dan and Liz will do this
  - Volunteer work schedule coordinator (ice cream sales)
    - Tammy will do this
  - Winter Farmers Market
    - No update, still in planning stages
- Special events
  - November Appreciation Dinner
    - Agreed we should do this, Dan, Tammy, Kathy, Jenny will be on committee
  - Swap Fest (Tammy, Liz, Jenny)
    - Jenny H will post event on some boards online, Tammy will do flyer
  - Raffle (Mercia)
    - No update on raffles
  - Spell Yeah (Shannon)
    - Poster set and website up
- Horicon Phoenix Award
  - No entries received. Dan has a suggest he will write up for next month's meeting
- **Design Committee Report (Julie Goldsbury, Chair)**
  - Community Gardens update (Julie, Liz)
    - Alice from FFH present to sign greenhouse contract, asked us to please keep track of keys. Julie will be over that. Tiller being priced and also water tank
  - River bend Park Disc Golf Course update (Eric)
    - Dan reported for Eric, installation of tee signs planned in spring
  - City of Horicon Park Playground Equipment Upgrade coordination (Jenny, Tammy, Liz, Dan, Dawn)
    - Liz and others met with Paul Zeller of Berks, he helped them come up with an overall master plan, and gave some insightful suggestions

- Discher Park Dance Hall Restoration (Liz)
  - Mayor commented the city had tried to get bids but no one was interested last fall. He will once again push for a decision to be made so work can be planned for summer. It is on agenda for Parks board's March 12 meeting
- Little Library Project update (Tammy)
  - Tammy is looking at designs and has two locations planned
- Ice rink (Mark, Dan)
- Met with Parks Board, they like idea. They will fill and store rink but group will have to set it up and take down.
- River Bend holiday lights (Liz, Jenny)
  - Liked idea of holiday lights, however park has no power outlets yet. Those will have to be installed first. Also had questions about storage, seasonal or all year, and details on light company.
- Bike Path (Dan, Bob)
  - Dan reported he will meet with Dave (who has been very busy) to choose signs and times to install them
- **Economic Restructuring Committee Report (Tammy Baltzley, Chair)**
  - Phoenix Grant program report (Tammy)
    - No submissions received
  - Horicon Phoenix Scholarship (Shannon, Jenny)
    - No applications received, please spread the word!
  - Real Estate Development Committee (Bob, Tammy, Dan, Liz, Leslie)
    - Explained this to group and Mayor. And recapped possibilities and ideas. Mayor suggested contacting and using the city's Economic Development Committee.
  - Tourism (Liz)
    - Our ad in Discover Dodge shown. New guide will be out. Liz gave update on Discover Dodge tourism office
- **New Business**
  - Horicon Rising Booklet distribution
    - Amounts and locations chosen for distribution
  - Dan asked board to meet and create a list of duties and expectations for the executive director position

- Farm market vendor meeting will take place soon
- **Non-Action Discussion**
  - Scrip reminder.
  - 2<sup>nd</sup> Sunday of each month is a great time for committee meetings at the all-you-can-eat buffet at Horicon American Legion Post 157! Next meeting: Sunday, March 9 at 10:00 a.m. Topics of discussion will be 2014 Jersey Street, playground equipment, and whatever else comes up.
  - Other discussion.
- **April monthly meeting set for Sunday, April 6 at 6:00 p.m.**
- **Adjourn.**