

**Broken Bow Chamber of Commerce  
Events Committee Meeting Minutes  
Wednesday, November 10, 2021**

**Present:** Gavin Higgins, Levi French, Carol Ostendorf, Shelly Apperson, Stephanie Grafel

Called to order by Stephanie Grafel at 12:10pm

**Old Business:**

1. **Sidewalk Spooks** - This event took place on October 29<sup>th</sup> from 3pm-5pm. There were 40 “brick & mortar” businesses and 30 organizations & businesses that provided trunks. The city was kind enough to cone off all the interior parking spaces around the City Square. It was estimated that there was 800+ in attendance.

**New Business:**

1. **Festival of Lights** – November 29, 2021, at 5:30pm – The committee has verified that Santa will be present along with Mrs. Claus, (Paul & Becky Loy) provided by the Elks Club. BD will participate as Santa’s Helpers by handing out hand warmers and providing the Candy Canes. KBear will have holiday music playing on the Square, KCNI will MC the Parade, Bruning Bank will have Hot Chocolate, Ollie’s Coffee & Boutique will have a “Pop Up” Shop at Klipz & Kurlz with free coffee and apple cider. The Optimist Club will have 3 firepits and roast S’mores. Stephanie will speak with Steve Fowler at Grocery Kart about supplies for the S’mores. Stephanie has also sent a message to Dan Knoell the City Administrator about blocking off D St. from 10<sup>th</sup> – 7<sup>th</sup> for the parade. Wild Rose Gallery plans on being open during the Festival of Lights. The High school Choir & the United Methodist Church Choir will lead caroling in the Square once Mayor Sonnichsen has made his speech and turned on the Holiday lights. After contacting Stable Pro Ranch about having reindeer on site and receiving a quote of \$500 per hr. with a minimum of 2 hrs. we have decided to forgo the reindeer. Maybe someone will bring their dog Max with some branches tied onto his head...
2. **Annual Banquet** – Not all members of the AB Committee were able to attend today’s meeting. Stephanie received a call from Samantha at One Box about getting a date penciled in. After speaking with Kelsey Olson at BBPS, Stephanie had Samantha pencil the banquet in for March 12<sup>th</sup>. They are getting booked up fast there. Vedah brought a business card for Kyle Yamada, a comedian that was at Healing Hearts and Families Banquet. Those in attendance today asked to have him contacted to see if he would be available for us in March. Stephanie will take care of that. Stephanie will also contact Samantha for a list of caterers for the convention center. The Chamber has had Country Catering the last several years. Levi & Stephanie have seen Tumbleweed do catering there. We will make a list and ask for bids. Remember to find out if the caterers will also be providing servers. The committee will need to decide on a theme for decorations. Shelly suggested something whimsical that would go along with a comedy act. It was also suggested to keep table décor small, so tables do not become too crowded. We will have the same awards as we have done in the past, bringing back “Friend to the Chamber”. Katie Badgley was nominated for this award by Carol. Stephanie and Lacey are working on Anniversary Businesses, and Gavin stated that he feels we should do the same plaques as last year. He suggested that they could possibly have the business logo or picture as the background.

With no additional business to discuss the meeting was adjourned.

Meeting Adjourned 12:46pm

Next Meeting: December 8, 2021, at Noon in the Chamber Conference Room

Respectfully Submitted; Stephanie Grafel, Executive Director

