

**Broken Bow Chamber of Commerce
Events Committee Meeting
Wednesday April 14, 2021**

Present: Michaela Bissonette, Joan Jackson, Tania Kreitman, Levi French, Stephanie Grafel

Called to order by Stephanie Grafel 12:04pm

1. Annual Banquet – Saturday March 27th, 2021

a. Stephanie handed out the Final Expenses and Income from the Banquet.

i. The 2021 Banquet was budgeted for \$8,500.00 in expenses & income. The ending totals were \$9,335.95 in expenses and \$9,875.00 in income, giving a profit of \$539.05.

* Numbers attached at bottom.

b. Stephanie asked for input on how the Banquet went and if any changes needed to be addressed for next year.

i. Levi felt that everything flowed well in the program. It was neither too long nor too short during the award and anniversary presentations.

ii. Joan agreed and added that she had received a lot of positive feedback on the entertainment. He was very engaged with the audience and had a good balance of comedy and magic in his act.

iii. Stephanie felt that it would have been good to have the slideshow and for future Banquets that needs to be worked on throughout the year.

2. Market on the Square – May 13th thru Sept. 16th 2021

a. Stephanie has sent out e-mails and Facebook announcements regarding Market Days. She has received registration forms and payments from 5 vendors so far, and has been in communication with several more.

b. *Note: Stephanie forgot to mention that she has sent in the application and proposal to the City offices and received approval back.*

3. Summer Celebrations –

a. There has been some interest from some community members to participate in Summer Celebrations. One of them will be done during Crazy Days July 8th – 10th. “Ambition” a Rock group formed by Mr. Harley Mohlman has agreed to perform in July, and Alex Wenquist has also shown interest in forming a group to perform. *Note: Stephanie forgot to mention that Custer County Foundation was also interested in sponsoring an afternoon/evening event in June or August.*

b. Stephanie threw out the idea of looking into an “Art in the Park” event also. Tania suggested that this may go over better on a weekend when more people could attend.

4. Color Run/Walk – July 10th 2021

a. Stephanie made a mockup of a poster and registration form for a 5K Color Run. Since it will be held during Crazy Days she named it “Krazy 5K Kolor Run”

b. The Chamber has several individual packets of color in the basement at this time, along with larger bags of color. There are also 2 boxes of sunglasses, cans of silly string, Bubbles and a bubble machine. Stephanie will count the quantity of the product and check that nothing is expired before purchasing anything else.

c. The group agreed with a similar format that was used for the 2018 Color run. A change was made to the Start location, instead of starting at the Pool we will start at Melham Pond, but still ending at Kinkaiders. This will give us a more accurate 5K. Stephanie will contact Kinkaiders to verify this will work and if they would like to give the free beer chips to the adults who complete the course. She will also begin the process of looking for Chamber Member Sponsors for Water and Color Stations along the course.

d. Michaela suggested the use of "Get Me Registered". This is a secure online registration service that not only takes the registration but payments as well. There is a service fee that the registrar would have to pay, but nothing due for the company hosting the event. JMMMMC has used this site in the past with great success. Participants can still pick up forms and pay the Chamber directly. This sounded like a good idea to everyone.

e. In the email sent from Carol O. she added that she with the run/walk committee.

Meeting Adjourned: 12:53pm

Next Meeting: May 12th 2021 Noon

Respectfully Submitted: Stephanie Grafel, Administrative Assistant

Annual Banquet 2021 March 27th, 2021

Final Totals & Notes

2021 BUDGET EXPENSES	\$8,500.00	2021 BUDGET INCOME	\$8,500.00
2021 ACTUAL EXPENSES		2021 ACTUAL INCOME	
One Box Event Center	\$1,115.00	Silent & Live Auction	\$1,675.00
Caterer	\$4,806.33	Ticket Sales	\$8,200.00
Entertainment	\$2,500.00		
Awards	\$535.00		
Decoration	\$181.58		
Live Auction Items	\$198.04		
Programs and Tickets(printing)	Done in office		
Total	\$9,335.95	Total	\$9,875.00

A total of 178 tickets were ordered.

There were 2 did not attend & did not pay.

Total tickets sold 176.

There were 13 Business/Private Persons that pledged Silent Auction Baskets

1 business did not bring in their Basket

Total of 12 Silent Auction Items