

CITY OF GLENDALE
2021 4th of July Committee Agenda

January 19, 2021, 6:30 pm

Remote Meeting
<https://us02web.zoom.us/j/86495121163>
Meeting ID: 864 9512 1163
Phone: +16465588656

1. Gathering, call to order, and Pledge of Allegiance – Steve Schmelzling – 5 minutes
2. Introductions – All – 5 minutes
 - a. Welcome first-time attendees, guests.
3. Confirm minutes – Eric Zentner / Voting members
 - a. December 2020
4. Focus area report outs and needed committee discussion
 - a. Chair Report – Steve Schmelzling (alternate TBD)
 - i. Review / confirm leads and alternates on focus areas – 5 minutes
 1. Identify gaps in focus area leads
 2. Discuss potential candidates to join committee to fill gaps
 - b. Secretary – Eric Zentner (alternate Jessie BaDour)
 - i. No discussion planned
 - c. Finance – Jessica Ballweg (alternate Steve Schmelzling) – 10 minutes
 - i. Review and approve Plan A budget (no fund raising) for 2021 event
 - d. Fund Raising – Ann Deuser (alternate Jessie BaDour) – 5 minutes
 - i. Update on Survey results from prior contributors
 - e. Food & Drink – Marty Hersh (alternates: Bethanie Gist, Sara Woods) – 10 minutes
 - i. Sub-committee recommendations from January 11th at 7 PM meeting. – Bethanie Gist
 - f. Activities – Ann Deuser and Jessica Ballweg – 15 minutes
 - i. Update on booking The Love Monkeys – Sara Acker
 - ii. Review of proposed compressed schedule – Ann Deuser
 - iii. Discuss proposed kids activities – Amy Barlament
 - g. Parade – Jessica Ballweg and Amy Barlament – 5 minutes
 - i. Assign out new person for coordinating cars for officials
 - h. Grounds – Eric Zentner (alternate Steve Schmelzling) – 10 minutes
 - i. Confirm rental of Kletzsch Park – Jessica
 - ii. Review prior layout - Eric
 - iii. Establish adjusted layout using smaller band tent only - Eric

- iv. Confirm rental and discuss placement of washing stations – Jessica
 - i. Promotion – Ann Deuser (alternate Jessie BaDour)
 - i. Yard signs option
 - ii. Large banner placement on private property
 - iii. Potential cross street banners, flags
 - iv. Booklets if sponsorship allows
 - j. Volunteer Coordination – Bethanie Gist (alternate Steve Schmelzling)
 - i. Discussion of volunteer identification badges
 - ii. Discussion of volunteer benefits, food vouchers, etc.
 - iii. Update on sign up genius setup – Steve
 - k. Fireworks – Jessica Ballweg (alternate Steve Schmelzling)
 - i. Special guest Paul from Fireworks vendor
 - ii. Determine order date cut off for event, budget
 - iii. Determine any later in day parade implications
 - l. Public Safety – Sgt. Martinez (alternate Jessica Ballweg)
 - i. Determine any later in day parade implications
 - ii. Discussion of temporary fencing on Green Bay Road to prevent car stoppage
 - m. Technology - Steve Schmelzling (alternate Jessica Ballweg) – 5 minutes
 - i. Website updates for 2021 event
5. Other Business
- a. Department of Public Works clean up of 4th of July items
 - i. Do we want to schedule a day to clean up?
6. Adjournment

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals.

If you are unable to attend, please notify the Chair and your alternate to provide updates in your absence.

This committee is open to additional members in a volunteer, non-voting role.

Contact Alderman Steve Schmelzling for more information at steve.schmelzling@glendalewi.gov
If you would like to be a voting member, contact Mayor Bryan Kennedy at bryan.kennedy@glendalewi.gov

Vision for the 2021 Celebration

This is the day our greater community celebrates together our nation's Independence Day.

Our celebration will have a feel of a block party, keeping to 4th of July traditions: a parade, festive music, fireworks, and neighborly friendship.

All while understanding the need for heightened safety and social distancing, and the need to overcome challenges and celebrate *together*, having adapted to a new normal.

Schedule

All meetings will be held virtually as zoom meetings until further notice.

Recurring on the third Tuesday of the month at 6:30 pm until 8:00 pm except the meetings in June and July, when we will meet more frequently.

4th of July Committee Guiding Principles

I will come to the meetings prepared, having acted on my responsibilities in advance.

When voting is required, Roberts Rules of Order will be used.

I will contribute to effective and productive meetings by:

Respecting the timed agenda, proposing changes if need to end on time.

Staying on the agenda topic, utilizing a 'parking lot' for side topics.

Being present and focused, avoiding distractions, and sidebar conversations/multi-tasking.

Allowing others to contribute, speaking one at a time recognized by the Chair when needed.

Ensuring actions are clear at end of discussion, Chair can call for a decision when needed.

Identifying action items: who, what, when, where.

Being open to ideas and attempt to understand other perspectives, especially when different from one's own.

Assume, and maintain good intentions. We are all volunteers.

Keeping it fun, it is a party we're planning after all!