

City of Glendale
Official Minutes – Music in the Glen Meeting
March 27, 2018

Meeting was called to order at 3:30 p.m.

Roll Call: Present: JoAnn Shaw, Chair; Members; Rita Radke, Robert Radke, Lee Carey Johnson, and Carol Pierner. Absent: None

Staff Present: Anna DeGroff, Administrative Secretary,

Guests: Ann Deuser, Executive Director of Welcome to Glendale Convention & Visitors Bureau.

Open Meeting Notice.

In accordance with the Open Meeting Law, the local news media was advised on Friday, March 23, 2018, of the date of this meeting; that the agenda was posted on the official bulletin board of City Hall, the Glendale Police Department, and the North Shore Library; that copies of the agenda were made available to the general public in the Municipal Building and the Police Department, and those persons who requested, were sent copies of the agenda.

Adoption of Minutes of meeting held on February 27, 2018

Motion was made by Ms. Pierner, seconded by Ms. Carey Johnson, approving the minutes held on February 27, 2018 with corrections.

Discussion of 2018 Performers / Performance Schedule

Ms. Shaw stated that she sent all performers the Music in the Glen contract. The Attorney reviewed the contract and answered all the questions. Mr. Radke stated that the contracts need to get out with deposits soon. Mr. Radke stated Random Maxx contacted him to tell him they had another offer for July 11. Mr. Radke urged the committee to get out the contracts and deposits for the musical acts as soon as possible. Ms. Shaw stated she is working on it and will send out the contracts, but was waiting for a tech rider. Mr. Radke suggested getting the contracts sent out with the checks and sending the tech rider after performers are confirmed. Ms. Shaw stated that Red Element reached out to her to perform at Music in the Glen. Ms. Shaw let them know that all acts were selected for 2018. Ms. Shaw stated she would pass along the information to the committee and would tell Tristann from Brass Bell. Tristann will be having music on Sundays at the Park. Ms. Deuser went over the schedule. Ms. Radke suggested reaching out to Kerry Bieneman to ask her how she would like her name spelled on the programs. Ms. Radke stated at a recent performance she went by Kerry Bieneman.

Discussion of Fundraising / Marketing

Ms. Deuser discussed a few sponsors that already showed interest in donating money to Music in the Glen. Ms. Deuser stated that she would like to keep getting sponsors, but doesn't want to until the performers are confirmed. Once the performers have signed contracts Ms. Deuser will be able to get sponsors for full performances.

Booklet Printers

Ms. Dueser reached out to Marcus Productions twice and did not receive a response. Burton & Meyer priced 750 booklets for \$1,333 or 1,000 booklets for \$1,748. Ms. Dueser has a meeting

set up with Brilliant DPI to talk about printing the booklets and get prices. Ms. Carey Johnson stated that she had asked Brilliant last year, but it was too short of a notice. Ms. Dueser stated that the Fourth of July does their booklets through Brilliant.

Inserts for Kids from Wisconsin Booklets

Ms. Deuser priced out inserts for the Kids from Wisconsin booklets. She stated for 500 inserts it would cost about \$150.

Website

Ms. Deuser asked the committee who would be taking care of the website. Ms. DeGroff stated that she was taking care of it last year. She stated that either someone from the committee or someone from this City should take care of it. If someone takes care of it from the committee and disappears than no one has access to the website. Mr. Radke suggested Ms. Deuser take care of the website and Ms. DeGroff can be the backup. Ms. Dueser asked Ms. Shaw to ask performers for a description and a picture in jpeg. or png. format when the contracts are signed. Ms. Shaw showed the committee the donation form Ms. Dueser distributed at the Chamber meeting. Ms. Dueser said the forms were also available on the Welcome to Glendale website.

Old/New Business

Ms. Duser also reached out to Milwaukee Journal Sentinel and finally got in touch with Jim Higgins, the editor for Tapp. Ms. Dueser sent the Music in the Glen schedule, but has not gotten a response. Ms. Dueser also sent the schedule to OnMilwaukee.com, Milwaukee 365, Get Out Guide, and Milwaukee County event page.

Set Next Meeting Date

The committee came to the consensus that the next meeting will be held April 24, 2018 at 3:00 PM at City Hall.

Adjournment

The committee motioned to adjourn at 4:06 PM until April 24, 2018 at 3:00 p.m.

Respectfully submitted,

Anna DeGroff
Administrative Secretary