

**CITY OF GLENDALE**  
**Conference Room**  
5909 N Milwaukee River Parkway  
Glendale, Wisconsin 53209

**Music in the Glen**  
Agenda  
Wednesday – May 17, 2023 – 5:00 PM

This meeting will be conducted in person at Welcome to Glendale Visitor Center's conference room with the option of individuals to join via Zoom.

Join Zoom Meeting by clicking on link:

**<https://us02web.zoom.us/j/8493011874>**

**Meeting ID: 849 301 1874**

One tap mobile  
+1 312 626 6799

1. Call to Order / Roll Call
2. Approval of Minutes of Meetings held on February 15, 2023, March 29, 2023, and April 26, 2023
3. Status of Fundraising, Marketing, Sponsorships – *Welcome to Glendale*
4. Status of Salute to Veterans Program
5. Discussion of Meeting Start Time – *Mitch Shiner*
6. Review/Discussion of Concert Attendance
7. Unfinished Business
8. Next Meeting Date – Wednesday, June 7, 2023, 5:00 PM (2 weeks before season starts)
9. Adjournment

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

NOTICE: Although this is NOT a meeting of the Glendale Common Council, a majority of Council members may be in attendance. No action or deliberation by the Council will take place.

**CITY OF GLENDALE**  
Music in the Glen Meeting Minutes  
February 15, 2023

City of Glendale – Conference Room  
5909 N Milwaukee River Parkway  
Glendale, WI 53209

Roll Call

Present: JoAnn Shaw, Chair;

Members: Lee Carey, Teresa Drews, Steve Shaw, Becca Garrison, Executive Director for  
Welcome to Glendale

Absent: Mitch Shiner

Guest: Karl Warwick. City Administrator

*Meeting called to order by Chair Shaw at 5:05 p.m.*

Approval of Minutes of Meeting Held on January 25, 2023

Motion by Ms. Lee Carey, seconded by Ms. Teresa Drews, to postpone approval of the  
January 25, 2023, meeting minutes until the February meeting. Motion carried unanimously.

Review Suggested Schedule for 2023 Season

June 21<sup>st</sup> – **Salute to Veterans (High Country)**

June 28<sup>th</sup> – **Kids Concert (Randy Peterson)**

July 12<sup>th</sup> – **Latin (Latin Sound System)**

July 19<sup>th</sup> – **80's (Mixtape MKE)**

July 26<sup>th</sup> – **North Shore Chamber of Commerce Meet Up Date (Shorewood School of Rock)**

August 2<sup>nd</sup> – **Blues / R&B (Stephan Hull Experience)**

August 9<sup>th</sup> – **Rain Date**

Discussion was held regarding each band for the 2023 season. Hearing no objection, the  
committee approved the 2023 proposed line-up.

Approval of Payment for Music Technician for 2023 MITG Season

Brief discussion was held with regard to Ben Hohenstein of MKE Sound Machine as the music  
technician for 2023 MITG season. A tip at the end of the season was discussed.

Motion by Ms. Drews, seconded by Mr. Steve Shaw, to approve payment to MKE Sound  
Machine at a cost not to exceed \$1,200. Motion carried unanimously.

Review/Discuss Budget and Possible Fundraising Options

Ms. Becca Garrison reviewed fundraising options and advertisements for the 2023 season.

Discussion moved into past advertisers and sponsorships in general, along with deadline dates.

Ms. Garrison indicated she would forward the deadline dates to Ms. Shaw.

### Discussion/Possible Changes to MITG Contract for the 2023 Season

Possible changes/modifications to the 2023 contract include food, beverages, and weather/cancellation. One suggestion was to do a 50% payment for shows cancelled due to force majeure (i.e. weather cancellation). A “rain date” was also discussed and agreed to include. The suggested rain date for 2023 is August 9<sup>th</sup>. Lastly, food and drinks were discussed for the acts. The committee agreed to water, soda pop, and beer in coolers for the performers.

### Unfinished Business

Discussion on conflicts with the baseball schedule was discussed, and City Administrator Karl Warwick advised the conflicts were resolved.

### Next Meeting Date

The committee confirmed the next meeting for March 22, 2022, at 5:00 p.m., in person, at City of Glendale/City Hall.

### Adjournment

As there was no further business to come before this committee, Chair Shaw adjourned the meeting at 6:07 p.m.

Respectfully submitted,

*Karl Warwick*  
City Administrator  
City of Glendale

**CITY OF GLENDALE**  
Music in the Glen Meeting Minutes  
March 29, 2023

City of Glendale – Conference Room  
5909 N Milwaukee River Parkway  
Glendale, WI 53209

Roll Call

Present: JoAnn Shaw, Chair;

Members: Lee Carey (5:55 PM), Teresa Drews, Steve Shaw, Becca Garrison, Executive Director for Welcome to Glendale

Absent: Mitch Shiner

Guest: Karl Warwick. City Administrator

*Meeting called to order by Chair Shaw at 5:02 p.m.*

Approval of Minutes of Meeting Held on January 25 and February 15, 2023

Motion by Mr. Steve Shaw, seconded by Ms. Teresa Drews, to approve the January 25, 2023, meeting minutes, and to postpone approval of the February 15, 2023, minutes until the March meeting. Motion carried unanimously.

Review Suggested Schedule for 2023 Season

June 21<sup>st</sup> – Salute to Veterans (High Country)

June 28<sup>th</sup> – Kids Concert (Randy Peterson)

July 12<sup>th</sup> – Latin (Latin Sound System)

July 19<sup>th</sup> – 80's (Mixtape MKE)

July 26<sup>th</sup> – North Shore Chamber of Commerce Meet Up Date (Shorewood School of Rock)

August 2<sup>nd</sup> – Blues / R&B (Stephan Hull Experience)

August 9<sup>th</sup> – Rain Date

Ms. Becca Garrison reviewed the sponsors for the booked acts. Mr. Karl Warwick reviewed the City's check request process for the committee. Lastly, the committee discussed the possibility of adding another act to the July 26<sup>th</sup> concert date to encompass the "North Shore" theme. It was decided to have leave the 26<sup>th</sup> as outlined.

Review/Discuss Budget and Possible Fundraising Options

Ms. Garrison reviewed the status of sponsorships, indicating all acts have sponsors. Discussion on "boosting" the concerts on Facebook at a cost of \$35 per concert. Mr. Warwick advised the City would reimburse the committee for boosting their acts.

Hearing no objection, the committee agreed to boost the concerts on Facebook at a cost not to exceed \$35 per concert. Motion carried unanimously.

Mr. Warwick also reviewed the menu for the Sprecher Outdoor Oasis, which includes updated pricing.

Status of Sponsorships:

Ms. Garrison reviewed status in above conversations.

Unfinished Business

Discussion was briefly held regarding a Nicolet combo for the North Shore themed night.

Next Meeting Date

The committee confirmed the next meeting for April 26, 2022, at 5:00 p.m., in person, at City of Glendale/City Hall.

Adjournment

As there was no further business to come before this committee, Chair Shaw adjourned the meeting at 6:39 p.m.

Respectfully submitted,

*Karl Warwick*  
City Administrator  
City of Glendale

**CITY OF GLENDALE**  
Music in the Glen Meeting Minutes  
April 26, 2023

City of Glendale – Conference Room  
5909 N Milwaukee River Parkway  
Glendale, WI 53209

Roll Call

Present: JoAnn Shaw, Chair;

Members: Lee Carey, Steve Shaw, Becca Garrison, Executive Director for Welcome to Glendale (via Zoom)

Absent: Teresa Drews, Mitch Shiner

*Meeting called to order by Chair Shaw at 5:10 p.m.*

Having no quorum present, Chair Shaw adjourned the meeting at 5:10 p.m.

The members stayed to discuss the status of items on the agenda less any voting/motions.

Review Suggested Schedule for 2023 Season

All contracts have been received, along with the appropriate W-9s. Have requested bios and any marketing graphics to be sent to Welcome to Glendale.

Chair Shaw will contract Tom who has played TAPS for MITG in the past.

Status of Fundraising, Marketing, Sponsorships – Welcome to Glendale

Ms. Becca Garrison reviewed the sponsors and fundraising status for the 2023 season. Currently looking for a sponsor for Latin Sound System. Welcome to Glendale (WtG) will be posting ads on Facebook for the concerts, as well as booster them from the MITG Facebook page.

Status of Salute to Veterans Program

Chair Shaw requested a list of contacts for the Salute to Veterans participants to make connections for this year's event. Garrison stated Daughter's of the Revolution (DAR) and the Son's of the Revolution (SAR) will be present for this year's event. WtG will send notices to their list of veterans they have received from the City of Glendale. WtG will also send out the press releases for the veteran's event.

Review concert cancellation protocol (how to get the word out) – Welcome to Glendale

Concert cancellation protocol will be the same as last year per Garrison. The National Weather Service (NWS) will notify WtG and Chair Shaw. Determine of cancellation will be by 2:00 P.M..

Unfinished Business

Chair Shaw advised she is currently waiting on downpayment checks from City Hall. Once received, they will be forwarded to the bands.

Next Meeting Date

The committee confirmed the next meeting for May 17, 2022, at 5:00 p.m., in person, at City of Glendale/City Hall.

Adjournment

As there was no further discussion to come before this committee, those present left for the day at 5:30 P.M..

Respectfully submitted,

*JoAnn Shaw*

Chair – Music in the Glen  
City of Glendale