

**MINUTES OF THE CITY OF ST. CLAIR SHORES
MEMORIAL DAY PARADE COMMITTEE
MAY 3, 2023**

PRESENT: David Ellis, Chairperson
Kyle Nicholson, Vice-Chairperson
Linda Bertges
Maria Galla
Pam Mason
Robert Muha
Jenna Franklin
Robert Calhoun
Councilman David Rubello

ALSO PRESENT: Bob Mason
Rick Bertges
Jamie Victory
Adura Calhoun
Councilman John Caron
Kathy Nicholson
Steven Keith, Recording Secretary

1. OPENING

The meeting was called to order at 7:00 p.m. and the Pledge of Allegiance was recited by those in attendance.

2. ROLL CALL, INTRODUCTION OF ANY NEW MEMBERS OR GUESTS, EXCUSALS

Roll call was taken and a quorum was present.

Motion by Mr. Nicholson, seconded by Ms. Bertges to excuse Ms. Destefano and Ms. Myers.

AYES: All
NAYES: None
ABSENT: Myers, Destefano

3. REVIEW AND APPROVAL OF MINUTES FROM THE APRIL 19, 2023, MEETING

Motion by Ms. Mason, seconded by Mr. Nicholson to approve the minutes from the April 19, 2023, as presented.

AYES: All
NAYS: None
ABSENT: Myers, Destefano

4. FUNDRAISER DINNER LESSONS LEARN

a. Profit

The profits sheet from the fundraiser dinner was handed out to the committee members and Mr. Ellis noted that Ms. Mason is making some adjustments.

Ms. Galla said next year they are going to need 4-5 more volunteers to help with the fundraiser dinner because she had to keep leaving her station to clean the tables off.

Item 4a continued

Mr. Ellis thanked everyone for their hard work because the dinner was a massive success. He said the committee should reconsider pricing for next year because the value of the dinner you get for the price you pay might be too generous.

Ms. Bertges agreed with Mr. Ellis and said that since there are a lot of items on the menu it makes it difficult for the kitchen staff to cook more food quickly if they run out.

Mr. Rubello said the dinner was fantastic and created a lot of buzz for the parade.

b. T-Shirt sales

The T-Shirt sales are listed on the profit sheet handed out to the committee. There were 63 T-shirts sold.

c. 50/50 Raffle

Mr. Ellis suggested changing the times of the 50/50 raffles because people who bought raffle tickets were taking up seats and waiting to see if they won the raffle. He wants to do the raffles on the hour at 5:00, 6:00, and 7:00.

Mr. Muha suggested utilizing the dance floor for 3 additional tables.

Ms. Mason said we could consider having it at the VFW next year.

Mr. Ellis said VFW's kitchen cannot handle that many people.

Ms. Bertges said we need more staffing next year, and the committee needs to know the rules and regulations ahead of time.

Mr. Muha said they set the tables up to seat 8 people, but he can set the tables to seat 10 next year.

d. \$100 Board Sign-ups

Ms. Bertges said we have \$17,000 in \$100 board proceeds so far.

Mr. Ellis said that we cannot do the fundraiser dinner the last week of April next year because the NFL Draft will be in Detroit. He suggested the third weekend in April 2024.

5. PUBLICITY UPDATES (JENNA)

Ms. Franklin said she has been marketing by posting on Facebook. She said to let her know if you need extra focus on certain aspects of the parade so she can tailor her postings to the committee's needs.

Mr. Ellis said Shores Magazine interviewed the Grand Marshal and the Veteran of the Year. They put the interview on Facebook, and it will be out in their next magazine.

6. FINANCE ISSUES, REVIEW INVOICES, T-SHIRT ORDER (PAM)

Ms. Mason has not received a report yet, but she expects one soon. She said we sold 12 hats at the dinner.

7. UPDATE ON PARADE SIGN-UPS & VIP PARTICIPATION

Mr. Ellis said there are 155 sign-ups and there is still more coming in.

Mr. Rubello asked Ms. Franklin to focus some Facebook posts on getting vehicles that are convertibles.

Ms. Mason asked if Jeeps with the top and doors removed are wanted as convertibles.

Mr. Rubello said convertibles are usually sports cars but if we don't have enough cars then convertible Jeeps are fine. He said he is getting Claudia Wells, from the movie Back to the Future, to join the parade for \$5,000. Claudia Wells asked to bring the mayor from the same movie, Goldie Wilson. A sponsor will be picking up the fee for Goldie Wilson.

Mr. Ellis said Donald Gibb from Revenge of the Nerds may also be participating in the parade. Mr. Ellis said the Detroit Lions mascot, Rory, is available for \$225/ hour for 3 hours.

Item 7 continued

Mr. Nicholson said we have Detroit Pistons mascot, Hooper, booked for \$800.

Mr. Ellis said there is only room left in the parade for quality additional participants.

Ms. Mason asked if we know how many baseballs Dave Rozema is getting to sign this year.

Mr. Nicholson said he got around 200 baseballs last year and will get around 400 baseballs this year.

Ms. Mason said she needs to get hockey pucks for Kirk Maltpy to sign.

8. MAGNETIC SIGNS FOR VEHICLES

Mr. Ellis said all the magnetic signs for the vehicles are gone from storage. They cost about \$30 each and there are signs for each side of the car. They may have been misplaced somewhere during the move, but they are nowhere to be found.

9. STAGING PLAN OUTLINE

Mr. Ellis passed out the staging plan outline for the committee members to view. He went over the instructions for setting up, parking, and the routes the shuttle buses will take. The stage will arrive at 9:30 a.m.

Ms. Mason said we need to see which directional signs need to be replaced.

Mr. Rubello wants to get a small fan to keep Mr. Haffner cool.

Mr. Ellis said committee members can park behind Fishbones about halfway down.

Mr. Rubello asked if we could buy a wreath to lay for the Daughters of the American Revolution.

Mr. Ellis said we already bought flags for them this year.

Ms. Galla asked if we could buy one large wreath to represent all the organizations collectively.

Mr. Muha said he is in favor of buying a wreath for the Daughters of the American Revolution because we did it last year.

Motion by Mr. Rubello, seconded by Ms. Bertges to buy the Daughters of the American Revolution a wreath to lay.

AYES: All
NAYES: None
ABSENT: Myers, Destefano

10. UPDATE ON VOLUNTEER RECRUITING & PARADE VOLUNTEER TRACKING AND TRAINING

Ms. Galla showed the volunteer sign-up sheet and said she has 29 volunteers so far. Ms. Galla found a group of 3 men that will help move heavy items for \$150 each per day or \$25/hour per person.

Ms. Mason said Mr. Mason already has people to help move items.

Ms. Galla asked for the volunteer T-shirts before the training so she can put their names on them and include them in their volunteer packages.

Mr. Ellis said there are different jobs for volunteers so they are not stuck working the whole time and can enjoy the parade if they want to.

11. "WHITE BOARD ISSUES" LIST REVIEW

Mr. Ellis said Chandler Park accepted his offer for \$300 which is a \$700 savings from what they quoted. He made a verbal agreement with the company supplying the porta-potties. He is going to contact the businesses and make sure they approve of the locations for the porta-potties.

Mr. Nicholson asked if we should have a DJ with microphones and the ability to play music before the parade.

Item 11 continued

Mr. Rubello said we do not have anyone right now.

Ms. Mason asked if we could borrow long-range walkie-talkies because the ones that the committee has do not have a long enough range.

Mr. Rubello said he will give Ms. Mason the phone number of the person who offered to let them borrow upgraded walkie-talkies. Mr. Rubello is going to work on getting flatbeds and shuttlebuses.

Ms. Bertges and Mr. Calhoun will be coordinating the VIPs and ushering them into the proper spot for the parade.

Mr. Ellis gave instructions on bus coordination, parade participant drop-off and pick-up locations, and committee member assignments.

Mr. Rubello asked what time Jefferson Avenue would be closed.

Mr. Ellis said it will be closed around 11:30 a.m.

Ms. Franklin asked if we could email the VIPs ahead of time with their place in line.

Mr. Ellis said yes, we can send the VIPs a message informing them of their spot in line.

Ms. Mason asked about bottled water for the parade.

Mr. Ellis said we will have to put in an order for water.

Ms. Galla said Mayor Walby bought the water last year.

Ms. Mason said she wants to ask the gas stations to donate bags of ice.

Ms. Galla asked if we are still getting golf carts.

Mr. Ellis said the City will bring us golf carts and they will send an invoice after the parade.

Mr. Muha said he ran out of bottled water last year, so he recommended more water at the staging area this year.

Mr. Ellis said there will be food trucks at the starting area to give people options for food if they're hungry. The committee will not charge the food trucks to be there because they got very minimal business last year. Mr. Ellis said he is hesitant to have more than 3 food trucks.

Ms. Franklin said there was access to more restaurants last year on Harper, so the food trucks were hardly used.

Mr. Ellis said he wants to order 20 high-visibility vests with parade stamped on the back for designated volunteers to wear to give them authority to do their job.

Motion by Ms. Mason, seconded by Ms. Bertges to purchase 20 high-visibility vests.

AYES: All
NAYS: None
ABSENT: Myers, Destefano

12. NEW BUSINESS

Mr. Rubello said he wants this committee to pay for flights for the special guests and have the committee reimbursed by a sponsor.

Mr. Nicholson said they need shelves for the storage unit, so water doesn't damage any items.

Item 12 continued

Mr. Ellis asked Mr. Nicholson to get a quote on how much shelving will cost but he has plastic shelving that he is willing to donate.

Mr. Rubello said if he doesn't have an answer this week for a new DJ he will get in contact with the DJ from last year.

Mr. Nicholson said he has a DJ he can contact if needed.

13. AUDIENCE PARTICIPATION

Ms. Calhoun suggested selling fundraiser tickets at the Senior Center next year. She said if we have more volunteers we can offer carry-out orders to increase the sales of the fundraiser dinner. She and Mr. Calhoun are in discussion with a Chrysler dealership to provide convertibles for the parade for 2024. Ms. Calhoun is also working with College Hunks to volunteer help with setup and tear down.

Ms. Nicholson said she can help with any of the elderly VIPs if they have health problems because she is a retired nurse.

Ms. Calhoun said the seniors appreciated being able to reserve tables.

Ms. Bertges said you shouldn't be able to reserve a table if you're not coming when the dinner starts.

14. ADJOURNMENT

The next meeting will be on May 17, 2023, at 6:00 p.m.

Motion by Ms. Bertges, seconded by Ms. Franklin to adjourn the meeting at 8:11 p.m.

AYES: All
NAYS: None
ABSENT: Myers, Destefano

[THE PRECEDING MINUTES ARE A SYNOPSIS OF A ST. CLAIR SHORES MEMORIAL DAY PARADE COMMITTEE MEETING AND DO NOT REPRESENT A VERBATIM RECORD]