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**NORTH AURORA DAYS COMMITTEE MEETING**

**MEETING DATE:** September 12, 2022  
**MEETING TIME:** 6:00 p.m.  
**MEETING LOCATION:** Village Hall, 25 East State Street



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**AGENDA****CALL TO ORDER****ROLL CALL****AUDIENCE COMMENTS****APPROVAL OF MINUTES**

1. Approval of the North Aurora Days Committee Minutes dated July 11, 2022

**NEW BUSINESS**

1. Discussion of North Aurora Days 2022
2. Discussion of North Aurora Days 2023

**OLD BUSINESS****COMMITTEE MEMBER UPDATES****OTHER INFORMATION****TRUSTEE COMMENTS****ADJOURN**

## NORTH AURORA DAYS

### COMMITTEE MEETING MINUTES

Monday, July 11, 2022

#### Call to Order

Mark Gaffino called the meeting to order at 6:02 pm.

#### Attendance

Mark Gaffino, Doug Botkin, Robyn Stecklein, Joe Gorski, Brian Richter, Holly O'Brien, Lynn Miller, and Chris Wagner.

#### Approval of Minutes

Robyn Stecklein made a motion to approve the June 13, 2022 meeting minutes, which was seconded by Holly O'Brien.

Motion to Approve: All in Favor

#### Discussion

##### 1. Event Updates

Administrative Analyst Chris Wagner provided the committee with an overview of the event planning to date including all expected food vendors, entertainment, and events. It was reported that the fishing derby supplies still needed to be ordered and signage for shuttles had to be made.

##### 2. Sponsorship Updates

Chris Wagner informed the committee members that the total amount of sponsorships, if the Village received all promised monies, stood at \$32,000. The deadline for sponsors was last Friday, July 1, and staff was working on an inventory of all banners in storage to formulate a list of what ones needed to be ordered. All necessary signage and banners is expected to be ordered soon. Platinum, Gold and Silver sponsors eligible for booth location preference have been contacted first. Once staff has finished organizing the layout, notice will be sent to all booth sponsors letting them know the location of their booth, unloading directions, and parking information along with general rules for the park.

##### 3. Discussion of North Aurora Days 2022

Final adjustments on the layout are in progress as staff works with Public Works to ensure all electricity needs can be met for food vendors, stage and inflatables in the park. Reminders will also be going out to Touch a Truck participants with the date and time.

Streets Superintendent Brian Richter gave a summary of activities and orders prepared by Public Works including those for portable bathrooms, generators, light towers, and garbage boxes and liners. Richter clarified with the committee if they desired to have separate bins for recycling, which they did. Richter also reported that staffing would be low Friday afternoon and evening and intends to have preparations for the event ready on Thursday. Richter also confirmed that the picnic tables would need to be picked up from Fox Valley Park District.

The committee expressed interest in having a pop-up tent at the fishing derby for shade for volunteers and registration, as well as cones for set-up at Mooseheart.

Deputy Chief Joe Gorski provided an outline of the security measures and plans that will be in place for the event. Wagner commented that the additional signage regarding bags, coolers and alcohol will be added to the list for ordering, if we do not already have it.

Chairman Gaffino recommended adding the signage to shuttle stops and around park entrances.

Holly O'Brien provided an update that the beer tent arrangements and order were all set and confirmed that the club had enough stock in wristbands and tickets for the event. Discussion was had regarding the beer trailer, delivery and set up and pricing.

Doug Botkin confirmed that the grass would be mowed around Willow Lake, Wagner replied that the park district had already been contacted and it would be scheduled. Botkin also clarified that portable bathrooms would also be at Willow Lake, which Richter replied that there would.

Robyn Stecklein asked the committee if it would be permissible for the Police Department to sell T-Shirts to benefit a charity from the Village booth, the committee agreed that it would be fine.

Discussion was had regarding what trucks would be attending the Touch a Truck event at Mooseheart as well as parking areas for those arriving early.

With no further discussion, Lynn Miller made a motion to adjourn the meeting at 6:50 pm, which was seconded by Doug Botkin.

Motion to Adjourn: All in Favor

Respectfully submitted,

Chris Wagner