



# Labor Day Parade Advisory Board

## Meeting Minutes

### July 24, 2023

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**Board Members present:** David Diaz, Kathy Garrison, Vicki Hess, Art Milton, Grace Shirk, Bill Sowards, Edna Sowards, KJ Whitley, and Mary Chappell

**Board Members absent:**

**City Staff present:** Dan Gleason, Nathan Berthoud, and Sarah Hayden

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The seventh meeting to plan the 39<sup>th</sup> annual Rock Island Labor Day parade was called to order at 12:01 p.m. The meeting was held in the conference room at the South Rock Island Township Office Building.

#### I. Introductions

#### 2. Additions to the Agenda

The topic of Meeting Space was added to the agenda.

#### 3. Approval of the June 26, 2023, Minutes

A motion was made by B. Sowards and seconded by A. Milton to approve the minutes as presented. Motion passed.

#### 4. Treasurer's Report

D. Gleason reported that \$40.00 in fees had been received to date. There were no other changes to report.

#### 5. Review of the 2023 Parade Planning

D. Gleason took a moment to review the 16 entries that had been received. He will provide an updated list at the next meeting. Members discussed the SRI Township conference room used for the parade meetings. G. Shirk referred to a concern raised about the space being too small with no space for members of the public to sit should they attend. Members discussed how removing a table in the center eased the crowdedness and that if anyone did come to the meeting, they could be accommodated. S. Hayden and D. Gleason raised the Mayor's preference for all of the city's boards and commissions to meet in a city owned building. M. Chappell stated that she had spoken to the Mayor on this issue a few months ago and he agreed that moving to a new meeting location would not happen until next year. D. Gleason stated that moving to the meeting room at the Parks & Recreation building would be an option. A. Milton liked the idea as it would keep the meeting location close to the current option. Following considerable discussion, a motion was made by K. Whitley and seconded by E. Sowards to remain in the SRI Township conference room space for the remainder of the planning cycle. Motion passed.

The promotional schedule was discussed. D. Gleason stated that the entry deadline reminder post card will be sent out this week. Reviewing musical groups, it was noted by G. Shirk that she and B. Sowards were working to secure the Gray Wolf band to the parade. Also discussed was contacting Josh Duffy to see if any of his bands could be added to the line-up. Members were reminded to look for unique attractions or entries.

M. Chappell introduced F&M Clydesdales, from Alexis, IL., as a new carriage provider. In addition to a carriage for \$1,500.00, the company also has a longer red wagon to consider for \$2,500.00. Following discussion, a motion was made by K. Whitley and seconded by G. Shirk to secure the carriage option. Motion passed.

M. Chappell also reported on a recent meeting with Jesus Rocha to see if his group of Charros riders would be interesting in leading off the parade. A second meeting has been scheduled to review details.

Regarding the parade dedication, S. Hayden noted that she received a positive response from WQAD on their participation and is still working with other weather teams. M. Chappell will follow up with the city's Public Works department regarding their participation.

A. Milton reported on contacting the public schools and was going to reach out to Alleman to see if the school had a band, and to confirm overall participation.

S. Hayden provided a status report on the Citizens of the Year program. Deadline to enter was extended to July 21<sup>st</sup>. Several nominations have been received. The committee will meet on August 11th to review and select category winners. The marshal for the parade will be selected from the overall category winners.

A. Milton took a moment to review the list of volunteers for the parade. He asked everyone to check with those listed to confirm their participation. The subject of shirts was raised. Following a bit of discussion, a motion was made by A. Milton and second by K. Whitley to order 40 volunteer shirts and 2 director shirts. Motion passed.

#### **6. #40 Parade Ideas**

Board members briefly discussed next year's 40<sup>th</sup> annual event.

#### **7. Misc. Items of Concern**

There were no items of concern. Next meeting is scheduled on August 14, 2023.

#### **8. Public Comments**

No one from the public was present at the meeting.

#### **9. Adjournment**

With nothing further to discuss, a motion was made by K. Garrison and seconded by D. Gleason to adjourn. Motions passed with no objections. The meeting ended at 1:07 p.m.

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Respectfully submitted by Mary Chappell