



Labor Day Parade Advisory Board

Meeting Minutes

August 14, 2023

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

The ninth meeting to plan the 39th annual Rock Island Labor Day parade was called to order at 12:05 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

There were no additions to the agenda.

3. Approval of the July 24, 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 since the last meeting, \$40.00 in fees have been received along with a check for sponsorship funds from the South Rock Island Township office.

5. Review of the 2023 Parade Planning

Members reviewed the list of 42 entries received to date. The remaining promotion for the parade includes two press releases. One for the entry deadline and a second to promote the event date. S. Hayden will manage their release. E. Sowards efforts to secure the Oscar Meyer Weiner Mobile was celebrated! Members reviewed the list of items under the planning section of the agenda. S. Hayden reported on the Citizen of the Year (COY) selection process and shared the category winners. She was waiting on a few votes to determine the Grand Marshal for the parade. Members congratulated Parade Advisory Board member and COY Employee Category winner D. Gleason on his selection. A new parade announcer will be determined for his 24th Street location.

A. Milton reviewed the list of volunteers in each area and asked members to reach out to those who have volunteered in the past. He mentioned that members of the House Church have assisted with the parade for 10 years. He is waiting to receive confirmation for this year. M. Chappell stated she will meet with the balloon vendor at 5 p.m. today. As G. Shirk was not able to attend the meeting, the discussion of the parade awards will take place at the next meeting.

6. Parade Staging

A review was made of the remaining staging elements for the parade. With the COY selection made, the sign and flatbed banner order will be placed with K. Douglass in the city's CED department. Flatbed providers have been contacted to help carry the 5 bands. Work will begin to secure the open cars needed for the COY category winners. M. Chappell reminded board members that everyone is welcome to participate in the parade staging or line-up session, scheduled for Saturday August 26, 9:30 am, at Art's house.

7. Misc. Items of Concern

No items were presented.

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. Whitley and seconded by D. Gleason to adjourn. The motion was passed by all in attendance! The meeting ended at 1 p.m.

Respectfully submitted by Mary Chappell