



Labor Day Parade Advisory Board

Meeting Minutes

November 13, 2023

Board Members present: Vicki Hess, Art Milton, Grace Shirk, Bill Sowards, Edna Sowards, KJ Whitley, and Mary Chappell

Board Members absent: David Diaz, Kathy Garrison

City Staff present: Dan Gleason

The second meeting to discuss the **40th** annual Rock Island Labor Day parade was called to order at 12:02 pm. The meeting was held in the conference room at the Rock Island Fitness Center or RIFAC.

I. Introductions

2. Additions to the Agenda

There were no additions to the agenda.

3. Approval of the October 9, 2023, Minutes

A motion was made by B. Sowards and seconded by G. Shirk to approve the minutes. Motion passed.

4. Treasurer's Report

D. Gleason reported there was no update to the expenses for the 39th annual parade. He is still waiting on the two sponsorships for the two bands.

5. Planning #40 Parade

Board members made a quick review of the schedule of meeting dates. A motion was made by G. Shirk and seconded by A. Milton to approve the meeting schedule as presented. The motion passed with no objections. D. Gleason will share the approved schedule with City Clerk Gange to follow the OMA.

Next on the agenda was the selection of a parade theme. Members reviewed the list of past themes and ideas shared in advance and discussed several options. M. Chappell asked for everyone to bring suggestions to the December meeting.

K. Whitley and B. Sowards provided an update on the new logo for the event. They circulated a draft letter that will be sent to art teachers at Alleman and Rock Island high schools. There was discussion on offering an award for the winning design. A motion was made by B. Sowards and seconded by K. Whitley to award the winning student a stipend of \$100. The motion passed with no objections. Additional banding for the new year will be discussed following the selection of the new theme and logo. Any new banding purchases, such as shirts, will also be made following the new branding decisions.

6. Committee membership and Volunteers

M. Chappell took a moment to present the idea of expanding the board that currently numbers nine members. This topic came up based on comments made by board members following the 2023 parade and the possibility they might resign. Also noted was the interest expressed by the Votroubeks, T. Black, and the principal at Denkmann, P. Versluis. There was strong feedback against adding new members. Having interested parties join the planning effort as volunteers could be an option. M. Chappell noted that those mentioned may be helpful in bringing new sponsors, new creative ideas, and help to strengthen school district relationships.

7. New Board Assignments

A. Milton took a moment to update members on the status of his health and the need to step back from some of the related parade duties. A review was made of his September 18, 2023, work list that outlines the various tasks he manages related to the parade.

Members discussed new assignments and how the list of tasks could be divided up. K. Whitley suggested holding a 90-minute meeting prior to the December meeting to review the line-up process. Those attending will be A. Milton, K. Whitley, M. Chappell, and D. Gleason. The meeting will start at 10:30 am and be held in the conference room at RIFAC.

8. Misc. Items of Concern

G. Shirk asked about the status of Mayor M. Thoms attending a board meeting. M. Chappel reported she recently met with the mayor and he would be happy to attend a meeting next year. G. Shirk asked if a review of the parade awards could be added to the December agenda.

9. Public Comments

No one from the public was present at the meeting.

10. Adjournment

With nothing further to discuss, a motion was made by K. Whitley and seconded by A. Milton to adjourn. The motion passed and the meeting ended at 1:08 pm.

Respectfully submitted by Mary Chappell