

Minutes of the regular meeting of Brown City Festival Commission  
Held Thursday, Nov 14, 2024, 6:00 P.M.  
AT THE CITY HALL COMMUNITY ROOM, 4205 MAIN STREET, BROWN CITY

Quorum: yes

Present: Jamie Bird, Jason, Fuller, Troy Gilbert, Tara Ownes, Kevin Miller

Absent: Geno Novack/city council liaison, Chuck Bennett/city manager

Guests: Julie Miller/mayor, Marc Perez/police

J. Bird called meeting to order- 6 pm

**CORRECTION & APPROVAL OF MINUTES:**

**1. Regular Meeting: Wednesday Oct 9, 2024**

Motion by J. Fuller, supported by T. Gilbert to approve minutes, no discussion, all approved. Motion carried

**PAY BILLS:**

**1. Submissions:**

Check for Bryan Dixon \$250

Motion by J. Bird, supported by K. Miller, no discussion, all approved. Motion carried

Renewal for Chamber of Commerce

Motion by J. Bird, supported by T. Owens, mixed thoughts for what chamber provides.

Roll call vote: K. Miller - no, T. Gilbert- no, J. Fuller- no, T. Owens- no, J. Bird- yes. 4 no, 1 yes.

Motion not passed

Current Balance: \$23,816.37

**UNFINISHED BUSINESS:**

1. Trailer bought for sound equipment – Jason to discuss different options for materials and designs, Jamie suggested committee to further develop

2. Fall Festival - overall went well. T. Owens felt that due to lack of effort from the community was frustrating and we were not able to pull off the kids stations. Will likely not do that portion next year. With continued advertising, we hope to grow. Will set a 2025 date at the next regular meeting.

3. Trunk N Treat- one of our best year's, very well attended. Pat Jacobson handed out to 344 kids and she could have used another 50 pieces. Permitted load had to come thru while setting back and that was a bit surprising although went well. Had some discussion for what we hand out next year, possibly different variety (water ect)

**4. Tree Lighting Details**

Jason & Kevin plan on working out the details of cutting, hauling, and putting up the tree (likely Nov 22)

Troy will get with Jay for the lift and will get burn barrels for that night

Tara will not be able to help although will send her husband

Jamie not available during the day of Nov 22 due to work

Elvis, Santa, cookies, beverages have all been confirmed

Santa needs a heater, settled on electric one that Jason has (may look into other options)

Julie will get propane

PERSONAL APPEARANCES: NONE

PUBLIC QUESTIONS & COMMENTS: NONE

PUBLIC HEARING: NONE

REPORTS AND RECOMMENDATIONS:

- 1.. Next Regular Meeting: December 11 , 2024
2. Boyne Conference update- print out provided and slide decks to be emailed
4. Tara has financial update from City to discuss - Oct 31 Tara received an email from J. Faust, Nov 7 Tara visited city hall- reviewed bank statements, deposits, and checks. Nothing had been done by city in regards to reconciling our account ect. Tara and city now have 2 forms to hopefully simplify deposits and check requests. City also asked to only have one person make deposits and check requests.

Motion by K. Miller, supported by J. Fuller for T. Owens to be our representative as treasurer. All in favor, motion carried. If something financial is needed please contact her.

T. Owens also expressed the need for more categories in area of expenses so less things are grouped together. She will continue to work with the city.

PETITIONS & COMMUNICATIONS: NONE SCHEDULED

NEW BUSINESS:

- 1 BC Days 2025 confirm dates discuss committees and goals  
2025 dates- June 5-8

Moving forward J. Bird has a goal of setting up committees to help streamline monthly regular meetings and be more respectful of people's time.

K. Miller expressed a need for central sign up (for events, vendors, passes ect). (pay and then given ticket for what they are entering)

2. BC Days 2026- Chamber would like to help run the parade, need to confirm dates so they can start booking entertainment. Commission discussed they would prefer a more interactive approach and would like the current group of people wanting to work on this attend the next meeting.

PUBLIC QUESTIONS & COMMENTS:

ADJOURNMENT: Motion by J. Fuller, supported by T. Owens, meeting closed at 7:50 pm

Respectfully submitted

Jamie Bird  
Festival Chair