



Labor Day Parade Advisory Board

Meeting Minutes

August 12, 2024

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

Board Members absent: Vicki Hess

City Staff present: Dan Gleason

Guest: Erika Ubeda, Isa Balloon Design and More

The 14th meeting to discuss the **40th** annual Rock Island Labor Day parade was called to order at 12:04 pm. The meeting was held in the conference room at the Rock Island Fitness and Activity Center or RIFAC.

I. Additions to the Agenda

There were no additions to the agenda.

3. Approval of the August 5, 2024, Minutes

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

4. Treasurer's Report/ Entry Update

D. Gleason reported no expenses for week. He did confirm \$620 in revenue from the Township sponsorship payments and entry fees. He circulated the recent list of entries that now totals 49.

5. Planning #40 Parade

A review was made of the list under the Planning/Staging agenda item. K. Whitley confirmed the shirt order was being placed this week. A second order will be made this week for the Radio Club Volunteers. Members were reminded of the presentation to the winner of the logo contest scheduled for later that day at the city council meeting.

M. Chappell updated members on the street banner project. Public Works Director Bartels relayed the cost to lease the two aerial lifts to hold the banner for a week came to \$820. A motion was made by M. Chappell and seconded by D. Diaz to approve the expense. Motions passed. It was noted that the Public Works staff will be responsible for hanging the banner.

A. Milton passed out copies of the volunteer assignments for parade day. Additions and deletions were discussed. It was noted that there is still a need to secure volunteers for the event. There was brief discussion of the volunteer review meeting set for Saturday, August 31, 9 am, at WJHS.

G. Shirk and M. Chappell reported on the recent Citizen of the Year meeting. A list of category winners was shared with board members. When a winner for Veteran category is selected, the Grand Marshal for the parade will be determined.

A. Milton circulated a revised map to discuss his concerns regarding the need for additional staging space with 34th St. being devoted to the ILLINI band. He proposed adding 35th Street for staging and adding the Schroeder Insurance parking lot. Other concerns were raised regarding the number of bands using the back field at Washington. He expressed concerns regarding the timing of the bus drop off and the need to have strong volunteers at 20th Ave. to manage traffic. K. Garrison discussed the need for NO parking signs.

6. Discussion Items

Board members discussed the post parade gathering. M. Chappell reported that she had just learned Pizza & Subs will not be open on Labor Day. She contacted Riverfront Grille and learned they would open for the board and volunteers. Given the post parade ILLINI Band program, there was discussion on whether to hold the gathering that day or move to another date time. This decision will be finalized at next week's meeting.

Erike Ubeda from Isa Balloon Design and More was present to discuss ideas for balloon decor for the parade. A motion was made by K. Whitley and seconded by K. Garrison to approve the purchase of 10-15 large balloons in red, white and blue assortment with new logo for the citizen of the year vehicles, and 3 Tall Towers of balloons to be placed at the announcer sites.

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. Garrison and seconded by G. Shirk to adjourn. The motion passed and the meeting ended at 1:03 pm.

Respectfully submitted by Mary Chappell