

CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
MINUTES FOR
MUSICAL FOUNTAIN COMMITTEE
MEETING
CENTRAL PARK PLACE*
421 COLUMBUS AVE
WEDNESDAY, SEPTEMBER 6, 2023
6:00 PM

Committee members unable to attend are requested to contact Derek Gadjos, City Liaison, at dgadjos@grandhaven.org or 616-847-3493

1. MEETING CALLED TO ORDER
 - a. Called to order at 6:00pm
2. ROLL CALL
 - a. Andy Cawthon, Ivy DeWitt, Terry Stevens, Nicki Bonczyk, , Jerry Troke, Stacie McClellan and City Liasion Derek Gadjos
3. APPROVAL OF AGENDA
 - a. Motion to Approve: Andy
 - b. Second: Nicki
 - c. Approved Unanimously
4. CALL TO AUDIENCE
No audience members present.
5. AGENDA
 - a. Correction and approval of regular Committee meeting minutes of August 8, 2023
 - i. Motion to Approve: Andy
 - ii. Second: Nicki
 - iii. Approved Unanimously
 - b. Meeting dates for 2024 have been confirmed to the city as agreed at August meeting
 - c. CITY AND MAINTENANCE ITEMS
 - i. Liability Waiver Form - received from Derek
 - *Action Item: Jerry to ask for an electronic version.*
 - ii. Tour Policy – no further progress yet
 - iii. Grating replacement – no further progress yet
 - The best solution may be to fix and repair what is currently at the fountain.

- The problem is that the current grating is no longer a valid, standard height for purchase grating.
- iv. Checklist for closing and winterizing the Fountain.
 - Currently working on the Checklist
 - Will add flushing out the pipes to the shut down to help clean out the system. Should help with the trash.
- v. List of items that can be done in off season:
 - We have some seals that need to be replaced.
 - The pumps may need some attention in the offseason. There is an option to purchase some repair/rebuild kits.

d. TASK FORCE ITEMS

- i. Fall Volunteer Day Schedule
 - *Action Item: Schedule the Volunteer Day for October 7th*
- ii. Need to set a date/time if we want to do one.
- iii. Scouts' involvement from Kristin Favreau (Peace Frogs)
 - Also a great contact of future Fireworks Trash pickup
 - *Action Item: Jerry to send Kristin the volunteer day information.*
- iv. Continue to work with the City/CGF to understand our best options for cleaning up Fireworks in the future.

e. PRODUCTION ITEMS

- i. New City Music Policy review
- ii. New Committee Music Process review
 - *Action Item: Jerry and Nicki to first meet with Derek*
- iii. Choreography Software Update Priority Results
 - *Action Item: Nicki to send the results to the committee members.*
 - Current concerns:
 - a. With the feedback from the choreographers, the concerns is that we don't have a direction for what and where to fix first.
 - b. We do not have enough programmers to currently meet the needs of increasing the variety on the fountain.
 - c. *Action Item: Can we challenge the current choreographer team to do some teaching/training for the current software? Nicki to reach out to the choreographer team about the ideas.*
- iv. Request to the City Attorney to review the Oracle No-fee user document and create one for at least Choreography software:

- *Action Item: Need to make sure we are all using the same software and the correct versions of the software.*
- *Action Item: Andy to work with the City Attorney to help us work through the Ts&Cs for updating the Oracle example for what would work best for GH and the Musical Fountain.*

v. *Ivy created a motion to allow Peter and Ruth to take the current, single wave themed shows into individual song files for better use during the season.*

- Motion to Approve: Ivy
- Second: Terry
- Approved Unanimously

f. MARKETING ITEMS

- i. Draft Stadium Signage Review
 - *Can we update the Facebook/Instagram logos to be a QR Code to our website schedule or social media.*
- ii. Stronger Donations Ask in stadium Announcements
- iii. *Consider creating a marketing/branding campaign in the offseason as a gimmick for encouraging donations and engagement with the fountain.*
- iv. *Andy to continue to work on his concept with working with the GVSU team for some marketing opportunities.*
- v. *Action Item: Ivy to connect with her contact on if we have the opportunity to take some drone footage of the stadium to see the audience sizes.*

g. FINANCE ITEMS

- i. Review of current financial statements – format/content suggestions?
- ii. *Action Item: Can we create a venmo account with the Friends of the Fountain for an easier text to give opportunity.*
- iii. Great addition of the Safe Cash Report in the committee packet.

6. CHAIRMAN'S REPORT

- a. Artwork is still at Loutit Library; Kennard Creason working directly with Chelsea Payton on move details.

7. OLD/UNFINISHED BUSINESS

8. OTHER NEW BUSINESS

9. NEXT MEETING DATE – *Wednesday October 11, 2023*

10. ADJOURNMENT – *09/06/2023 7:40pm.*