



# City of West Allis

## Meeting Agenda

### Charity Gala Planning Committee

*Sub-Committee of the West Allis Community Improvement Foundation, Inc.*

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Wednesday, February 6, 2019

5:00 PM

City Hall - Room 128  
7525 W. Greenfield Ave.

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#### REGULAR MEETING

#### A. CALL TO ORDER

#### B. ROLL CALL

#### C. APPROVAL OF MINUTES

1. [19-0084](#) Gala Minutes (draft) of January 8, 2019.

Attachments: [GALA Minutes 01-08-19](#)

#### D. MATTERS FOR DISCUSSION/ACTION

1. [19-0011](#) Entertainment Subcommittee
  - a. Music
  - b. Fun Activities (Heads & Tails, 50/50, Wine Pull, Raffles, Restaurant Gift Certificate Wheel, Other)
2. [19-0012](#) Facilities Subcommittee
  - a. Location
  - b. Menu
  - c. Decorations
3. [19-0013](#) "Taste of West Allis" Sweets Table Subcommittee
  - a. Solicit for Donations (mid-March)
4. [19-0014](#) Fundraising/Sponsorship Subcommittee
  - a. Discuss Sponsorship Opportunities/Flyer Design - Report from Melissa Fradkin
  - b. Discuss Other Fundraising Activities by Dog Park Project Committee
5. [19-0015](#) Silent Auction Subcommittee
  - a. New Bidding & Check Out Procedures - Report from Marty Weigel
  - b. Solicit for Donations - Report from Trina Salm Ward

6. [19-0016](#) Publicity Subcommittee
- a. Promotional Poster/Flyer Selection*
  - b. Invitation Design and Distribution*
  - c. Event Promotion (social media, email blasts, websites, etc.)*
7. [19-0085](#) Finance/Administration Subcommittee
- a. Ticket Sale Options (City Hall, Cmte Members, Website, etc.)*
  - b. Report on Ticket/Table Sales, Donations, Expenses, etc.*

## E. ANNOUNCEMENTS/OTHER MATTERS

## F. ADJOURNMENT



All meetings of the Charity Gala Planning Committee are public meetings. In order for the general public to make comments at the committee meetings, the individual(s) must be scheduled (as an appearance) with the chair of the committee or the appropriate staff contact; otherwise, the meeting of the committee is a working session for the committee itself, and discussion by those in attendance is limited to committee members, the mayor, other alderpersons, staff and others that may be a party to the matter being discussed.

### NOTICE OF POSSIBLE QUORUM

It is possible that members of, and possibly a quorum of, members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

### NON-DISCRIMINATION STATEMENT

The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

### AMERICANS WITH DISABILITIES ACT NOTICE

Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

### LIMITED ENGLISH PROFICIENCY STATEMENT

It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.