



City of West Allis

Meeting Minutes - Draft

Charity Gala Planning Committee

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

Tuesday, January 19, 2021

4:15 PM

7525 W. Greenfield Ave.

REGULAR MEETING

NOTICE OF VIRTUAL MEETING

A. CALL TO ORDER

B. ROLL CALL

Present: Trish Wikenhauser, Joanie Luedke, Caitlyn White, Monica Atkinson

C. APPROVAL OF MINUTES

Ms. White made a motion to approve the meeting minutes, Ms. Wikenhauser seconded.

1. [21-0023](#) Meeting Minutes of December 15, 2020

Attachments: [12-15-2020 Minutes](#)

D. NEW AND PREVIOUS MATTERS

E. MATTERS FOR DISCUSSION/ACTION

2. [19-0780](#) Publicity Subcommittee

The event poster is being updated with new information by the City's Graphic Designer.
When do we want to start promoting?

3. [19-0781](#) Facilities Subcommittee

The Facilities Committee did a tasting with Chef Jack's and Tall Guy and a Grill. They will be going with Chef Jack's for the caterer. Ms. Luedke will send more information on the menu and cost details to Ms. Wikenhauser and Ms. White. Chef Jack's will be giving us a discount on appetizers and offering a gift certificate for a catered/pick-up dinner for 10 to include in our silent auction.

Linens will be from Windy City Linens, Ms. Malinge is taking care of this.

A deposit payment will need to be made, Ms. Wikenhauser will get the contract to Ms. White.

4. [19-0782](#) Entertainment Subcommittee

No updates on entertainment.

5. [19-0783](#) "Taste of West Allis" Sweets Table Subcommittee

Looking to get letters out to the potential Sweets Table businesses by end of March.

6. [19-0784](#) Sponsorship/Fundraising Subcommittee

Ms. Wikenhauser gave an update on how to acknowledge our new big sponsor, Granite Hills Hospital (Universal Health Services). Ms. White will get the logo to our Graphic Designer to update the event poster.

7. [19-0785](#)

Silent Auction Subcommittee

We will need to chose a platform for the online silent auction in the coming months. Ms. White, Ms. Wikenhauser, and Ms. Luedke will get together before our next meeting to go through current donations at City Hall and determine how to proceed with acquiring more donations.

F. ADJOURNMENT

Ms. White made a motion to adjourn the meeting, Ms. Wikenhauser seconded.



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