



# City of West Allis

## Meeting Minutes

### Charity Gala Planning Committee

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

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Tuesday, April 16, 2019

5:00 PM

City Hall - Room 128  
7525 W. Greenfield Ave.

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#### REGULAR MEETING (draft minutes)

#### A. CALL TO ORDER

*Foundation President Wikenhauser called the meeting to order at 5:00 p.m.*

#### B. ROLL CALL

- Present** 20 - Ms. Sandy Anderson, Ms. Terese Beauchamp, Mr. Chet Bell, Ms. Jeannette Bell, Ms. Kristine Budiak, Ms. Jen Brown, Ms. Betsy D'Angelo, Ms. Heather Fradkin, Ms. Barbara Hart, Ms. Kathy Meyers, Mr. Tim Meyers, Ms. Joyce O'Donnell, Ms. Jeanne Pskt, Ms. Trina Salm Ward, Ms. Jeanette Wardinski, Ald. Martin J. Weigel, Ms. Caitlyn White, Ms. Patricia Wikenhauser, Ms. Patricia Wolfe, and Mr. Paul M. Ziehler
- Excused** 4 - Mayor Dan Devine, Ms. Monica Atkinson, Ms. Stephanie Emons, and Ms. Rebecca Grill
- Absent** 9 - Ms. Lillian Cheesman, Mr. Douglas Dufoe-Guiles, Ms. Melissa Fradkin, Ms. Jackie Gilliam, Ald. Thomas G. Lajsic, Mr. Ed Lisinski, Ms. Gerald C. Matter, Mr. Matt Rupena, and Mr. Brian Sparrow

#### Others Present:

Andrew Schmidt, Russell Ward

#### C. APPROVAL OF MINUTES

1. [19-0239](#) Gala Minutes (draft) of March 26, 2019.

**A motion was made by Mr. Meyers, seconded by Ms. Wolfe, to approve the Minutes. The motion carried by the following vote:**

**Aye:** 20 - Ms. Anderson, Ms. Beauchamp, Mr. Bell, Ms. Bell, Ms. Budiak, Ms. Brown, Ms. D'Angelo, Ms. Fradkin, Ms. Hart, Ms. Meyers, Mr. Meyers, Ms. O'Donnell, Ms. Pskt, Ms. Salm Ward, Ms. Wardinski, Ald. Weigel, Ms. White, Ms. Wikenhauser, Ms. Wolfe, and Mr. Ziehler

**No:** 0

#### D. MATTERS FOR DISCUSSION/ACTION

*Ms. Wikenhauser passed out copies of the Zoofari room diagram and list of silent auction donations for use during discussion.*

2. [19-0011](#) Entertainment Subcommittee

*Ms. Wikenhauser will be meeting with the Jazz Band this Friday. Status of preparation for all the fun activities was discussed, and volunteers for the various activities were determined.*

**This matter was Discussed**

3. [19-0012](#) Facilities Subcommittee

*Mr. Schmidt said a Dog Park Project display will be in the lobby and various video displays and lighting will be set up for the evening. An alpha list of attendees will be at*

*the greeting table for check-in and meal ticket pick up. Ms. Bell said the decorations group will be meeting at her house to put the table decorations together.*

**This matter was Discussed**

4. [19-0013](#) “Taste of West Allis” Sweets Table Subcommittee

*Ms. Beauchamp will finalize the sweets pick-up schedule and provide it to the volunteers assisting with this. Ms. Wikenhauser will take care of obtaining serving utensils and plates.*

**This matter was Discussed**

5. [19-0014](#) Fundraising/Sponsorship Subcommittee

*Ms. Wardinski reported receipt of \$4,540 in sponsorships/donations to date.*

**This matter was Discussed**

6. [19-0015](#) Silent Auction Subcommittee

*Ms. White reported there are 29 packages for each of the three silent auction sections. She is obtaining I-Pads and will have bidding and site manager instructions prepared for the evening. We will need 12 volunteers to assist with table monitoring/assisting with bidding, etc.*

**This matter was Discussed**

7. [19-0016](#) Publicity Subcommittee

*Jen reported on the media blitz conducted last week Friday with WISN, who ran the piece all day at different news hours. Radar at 99.1 has been promoting on his show, and Jen purchased a Facebook ad.*

**This matter was Discussed**

8. [19-0085](#) Finance/Administration Subcommittee

*Ms. Wardinski reported 180 event tickets have been purchased, mainly through the online option. Ticket sales continue through April 19.*

**This matter was Discussed**

9. [19-0240](#) Discuss Setup Time/Procedures for April 27.

*Ms. Wikenhauser said this is the last meeting prior to the event. We will meet at City Hall on the 27th at 9:30 a.m. to transport everything to the Zoofari. Others may go directly to the Zoofari Center for 10 a.m. She reminded everyone that all volunteers need to help with cleanup at the end of the evening. Jeanne is handling water/subs for the Jazz Band.*

**This matter was Discussed**

## **E. NEXT MEETING**

*A wrap-up meeting is scheduled for Tuesday, June 18, at 5 p.m.*

## **G. ADJOURNMENT**

*The meeting adjourned at 6 p.m.*



All meetings of the {bdName} 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.

#### **NON-DISCRIMINATION STATEMENT**

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#### **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.