

Chapin Board of Trustees Special Meeting

November 16, 2022

Minutes

The meeting was called to order by Village President Rex Brockhouse at 6:30pm followed by the Pledge of Allegiance. Roll Call: Trustee Leslie Forsman present, Trustee Mary Rae Brockhouse present, Trustee Mark Lovekamp present, Trustee Loren Hamilton absent, Trustee Adam Brockhouse absent, Trustee Erin Morrow present. 4 Trustees present. Also present were Christina Courier – Village Clerk.

VP R. Brockhouse brought up that the liquor license for the gas station is due for renewal. They have already paid the dues for the license. Trustees reported no issues with the gas station. A motion to approve the liquor license renewal for A&A Chapin was made by Trustee M. Lovekamp. A second was made by Trustee M. Brockhouse. Roll Call: Trustee L. Forsman yea, Trustee L. Hamilton absent, Trustee M. Lovekamp yea, Trustee M. Brockhouse yea, Trustee E. Morrow yea, Trustee A. Brockhouse absent. Motion carried. 4 yea, 0 nay, 2 absent.

Trustee E. Morrow came up with some notes for logistics for the parade. She has come up with an entry form that can be filled out online via Google forms with a shareable link and a paper form. She inquired about the form and if anyone had any suggestions. She also noted about any rules/requirements for the parade. She did some research and found some other towns and the rules that they implemented. Going off of that she came up with a set of rules of what was and wasn't allowed in the parade. She inquired if a prize could be given for the most Christmas spirit. Thinking it could be a \$100 cash prize. She is hoping to be able to get some help with this through donations or funds from the Village. Also, when it comes to the prize, would there be judges and who would those judges be. Discussion about what the parade route would be. She came up with an idea but didn't know how long or short it should be, where the staging area would be or where the route would begin and end. She also wondered if something could be done afterwards such as a gather opportunity at the Legion where hot chocolate would be served, and the winner announced from the parade. There were multiple ideas offered of how to build up this year's event but Trustees were concerned if it would be too much for the first year and suggested more could be done in upcoming years.

A motion to approve a NTE \$500 for the Christmas Parade was made by Trustee M. Brockhouse. A second was made by Trustee M. Lovekamp. Roll Call: Trustee L. Forsman yea, Trustee L. Hamilton absent, Trustee M. Lovekamp yea, Trustee M. Brockhouse yea, Trustee E. Morrow yea, Trustee A. Brockhouse absent. Motion carried. 4 yea, 0 nay, 2 absent.

Thoughts were to have another special meeting where the public would be invited if they were interested in volunteering for the event. Another special meeting will be scheduled for November 30th at 6:30pm.

A motion to adjourn at 7:57pm was made by Trustee M. Lovekamp. A second was made by Trustee M. Brockhouse. Roll Call: All in favor. Motion carried. 4 yea, 0 nay, 2 absent.

Respectfully submitted,
Christina Courier
Village Clerk