



**CITY OF DERBY  
MEETING OF THE 150th ANNIVERSARY TASK FORCE  
SEPTEMBER 18, 2017  
4:00PM - 5:30PM**

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1. **CALL MEETING TO ORDER**
2. **ROLL CALL**
3. **NEW BUSINESS**
  3. A. **Committee Reports** (see attached minutes)
    - Book- Rhonda Cott
    - Research- Feryl Baxter
    - Events- Paula Downs
  3. B. **Finalize Theme and Logo**
    - Kristy Bansemer
  3. C. **Tour of Historical Museum**
  3. D. **Other Business**
  3. E. **Preview of Next Meeting**
    - November 13 at Derby Welcome Center, 4 - 5:30pm
    - Committee Reports, including Landmarks and Video Committees
4. **ADJOURNMENT**



**CITY OF DERBY**  
**MEETING OF THE BOOK COMMITTEE**  
**August 18, 2017**  
**MEETING SUMMARY**

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- Staff: Connie Gibbs, over 40 books worth of experience
- Derby Informer will provide staffing
  - Cover concept, book title, photo cover in all ads
- November 2018- first printing
- Book Committee will be considered “cheerleaders” of the book
  - Duties: gathering material
- Material should be a “balance” of life
  - Home, work and play
- Form will be developed to give direction on accumulating research
  - Newspaper staff will be primarily in charge of digitizing all research material
- Future photo scanning events will be very important, to be scheduled
- 16 page sections
  - Origins 1969 - 1949
  - Boomtown 1950 - 1979
  - Suburb 1980 - 1999
  - Coming of Age 2000 - 2019

Next Meeting we will cover:

- Cover
- Forms and Information Gathering

**Next Meeting: September 15 from 1:30 – 3:30 at Derby Library**



**CITY OF DERBY**  
**MEETING OF THE RESEARCH COMMITTEE**  
**August 23, 2017**  
**MEETING SUMMARY**

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- Find out what other groups' needs are
- Research things by decade
  - Digitize all material via Google docs
- Divide into sections of:
  - Population
  - Police/Fire
  - Churches
  - Government
  - Businesses
  - Banks
- Focus on material from 1950 onward
- Get things organized prior to Thanksgiving, so we can use the holiday to fill in sparse decades
- Get McConnell history to add to our collection

#### Duties

- Susan- Water company, Police
- John- photos, businesses
- Kristy/John- Google docs
- Kristy- Library
- Kristin- Parks
- Feryl- interviews at assisted living center, schools
- Ashley- churches
- Bill- Businesses

#### Next Meeting we will cover:

- Google Docs demonstration
- Populate decade information

**Next Meeting: September 11 from 4:30 to 6:00pm at Derby Library**



**CITY OF DERBY**  
**MEETING OF THE RESEARCH COMMITTEE**  
**September 11, 2017**  
**MEETING SUMMARY**

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- Google Presentation
  - Will be utilizing a Google page that all Committee heads will have a link to
  - All material will be entered into Public Uploads
  - Then Kristy/John will move it to the correct decade
  - Materials need to be titles as such: Subject, Date, Name of who gave the photo, Photo #
    - Ex: Derby Rodeo, 1939, Historical Society, 1a
- Photo/Information Release
  - Changes were proposed to sample release from the book committee
    - Final changes will be discussed at next book committee meeting and then handed out
  - ALL material- interviews, writings, photos, etc. will need to be accompanied by a release in order to use
- Accumulation
  - Continue working on your individual historical subjects.
- Publicity
  - Upcoming Donation Times
    - October 4: 9:00am-12:00pm
    - November 1: 1:00pm-4:00pm
    - December 6: 9:00am-12:00pm
  - All held at the library
  
- Next Meeting we will cover:
  - Report on individual progress and weak areas to collaborate on
  - Set up final preparations for Donations

**Next Meeting: September 25 from 4:30 to 6:00pm at Derby Library**

DERBY 150<sup>TH</sup> ANNIVERSARY EVENTS COMMITTEE  
SEPTEMBER 11, 2017 4 – 6 p.m.  
MEETING SUMMARY

1. CALL TO ORDER AND INTRODUCTIONS
  - a. Members Absent: Josh Turner and Katie Carlson
  - b. No Longer on Committee: Amy Smith, Lance Kellenberger
  
2. REVIEW EVENTS DISCUSSED AT MAY 22<sup>ND</sup> TASKFORCE MEETING
  - a. Committee members were reminded about the events that were brainstormed during the initial taskforce meeting and were asked to consider the suggestions moving forward as events were discussed and decided on
  - b. Event ideas will be discussed further at the October meeting
  
3. NEW BUSINESS (Additional details on Attachment A)
  - a. Committee members were provided a draft “city calendar” of events, by month, to begin to understand what events exist on an annual basis within the city.
  - b. Committee members were provided a list of entities within the city to potentially coordinate events and activities for the celebration.
  - c. Celebration event schedule:
    - i. Committee members discussed an initial beginning date of March 1, 2019 (pending consideration of DCF February event) and a final event date of October 24, 2019.
    - ii. Advertising and marketing would begin in February/March to announce upcoming events and contests
  
4. NEXT STEPS/ASSIGNMENTS
  - a. Committee will meet every two months, prior to the Taskforce Meeting
  - b. Kathy check on DCF Uncorked event, determine dates of City-sponsored events (BBQ Festival and Spring Into Art), recruit a Senior Center representative to join the Events Committee, and check with Lions Club.
  
5. NEXT MEETING DATE- scheduled for Monday, October 30<sup>th</sup> 4:00 – 6:00 Council Room, City Hall
  
6. ADJOURNMENT at 6 p.m.

Action Items for Next Meeting:

- Review meeting summary to determine ideas for celebration events
- Identify events that need to be added to the master event calendar
- Assign tasks to committee members

150<sup>th</sup> ANNIVERSARY EVENTS COMMITTEE  
SEPTEMBER 11, 2017  
MEETING SUMMARY, ATTACHMENT A

The Committee reviewed a list of community entities that potentially would have annual events and/or entities that don't have annual events, but would be good partners for any events developed for the Celebration. The Event Committee wanted to ensure that we did not duplicate events that already existed:

**City of Derby:** Will partner by branding annual events:

- Spring into Art - April
- Independence Day Fireworks – July 4 evening
- BBQ Festival - September

**Chamber of Commerce:** The Chamber is interested in co-branding the whole year around their annual events:

- Pancake Feed - benefits the DCFS food pantry- March event
- Golf Tournament - open to the public fundraiser - May 10
- Chili Cook-Off- open to the public, but cooks have to be members - October event
- Taste of Derby- open to the public - Oct. 24

**Derby Recreation Commission:** The DRC is interested in working with the Celebration to define and partner on various annual events throughout the year:

- Spring into Art (partner with City)
- Kite Festival – May 18
- Bike Month - May (work with school district)
- Ice Cream Day - July 9
- Rock River Rapids (June/July movies)
- Rock River Rapids 500 - (kids build, decorate and race cars in water in July)
- Pooch Pool Party - August
- Summer theater
- Derby Walks Month - September (work with school district)
- Halloween Hulabaloo – Oct. 19
- DRC program guides are issued in November, March and summer – could co-brand with 150<sup>th</sup> and use to communicate events to the public

**School District:**

- Panther on the Green – fundraiser golf tournament for football boosters
- Friday night football games
- Art Open House in the spring
- Homecoming- September

**Library:**

- Book Sale - June
- Kids book exchange - March/April
- Monthly art shows and artist receptions; lobby display case; author talks/book signings

**Churches:**

- Great Day of Service – South Rock Christian
- Mud Run
- Egg Hunt – Aviator Church

**Community Foundation:** Uncorked event – February 23

**Derby Twins:** Parents Week – week of July 4

**Education Foundation:** golf tournament - September

**Partners/Sponsors/Volunteers/Hosts for celebration events:** Community Garden; Farmer’s Market; VFW; Senior Center; Ministerial League; McConnell AFB; Historic Museum; Derby Running Club; Education Foundation; Rotary; Lions; Optimists; Panther Professionals

**Celebration Event Ideas:**

- Expand 4<sup>th</sup> of July daytime events to include a community open house after the parade to showcase: remodeled Hubbard Center & historical museum, new fire station, central park, middle school, and Warren Riverview Park. Could include a “wet-n-wild” event in the field where fire trucks spray kids.
- Community Picnic/Food Truck Rally
- Community Reunion
- Expand Spring into Art to include the DHS Art Department’s open house
- Ribbon Cutting event for Dog Park that will open in 2019
- Theme T-Shirts for the celebration for the year
- DRC has begun already: Photo scavenger hunt - pictures of Derby that require identifying where the picture is and win a prize. Could release photos monthly over the span of the celebration (March-October) and award small prizes/raffle 1 big prize. Work with newspaper to put in picture.
- Create celebration banners to hang on street light poles and at various key places around town- library, amphitheater, Rock River, businesses to advertise and remind community of the celebration
- Hobby Events: open a public building/park for hobby enthusiasts to showcase and demonstrate their hobbies; not a vendor opportunity to sell things, but engage the community. Examples: amateur radio operators, amateur rocket club, drones, etc.
- Talent Show
- Bike Ride event through Derby

- Community Dance - could be signature event at Central Park with various bands set up in each building, the park, and Derby Street (west of park). Invite food trucks- different kind of music in each place.
- Ottaway Carnival- get on calendar early
- Senior (citizen) Prom
- Mayor's Ball- formal event
- Fishing Clinics/events
- Community Clean-up or service project
- Flash picnic- social media marketing and partnership through a radio station
- Movie in the park- black/white movie in spring or fall
- Concert in the Park: (Historical Museum to potentially host in 2019)
- Partner with ministerial league to have a Gospel Day with music and prayer breakfast
- Partner with school districts and teachers to offer contests for all age students: video; essay; art; journalism, etc. Provide prizes for each contest. Optimist Club, potential sponsor/partner; DHS journalism and videography classes likely will want to participate
- Include 150<sup>th</sup> Celebration items in display case at Library
- Library host Derby Artists showcase
- Float in the homecoming parade
- Make announcements/recognize contest winners at DHS sports events

**Misc. Ideas and Notes:**

- Include in Events Master Calendar to avoid conflicts:
  - Spring Break - March 18-22, 2019
  - RiverFest - first week of June
- Possible Volunteers:
  - DHS JROTC
  - DHS National Honor Society
  - DHS Class of 2019
  - DHS attendees of the Chick-fil-A Leadership Academy
- Find the time capsule buried during the 100 celebration and have an event. Also create a 150<sup>th</sup> time capsule
- Include events in new Warren Riverview Park (DRC will explore)
- Sponsorship contacts:
  - Farmers Insurance- Julie- for entertainment events: movies or concert
  - American Family Insurance- Jean Garinger- movie event
- DRC may purchase big screen- could utilize for movie in the park events
- No events in November and December