



**CITY OF NAPERVILLE
SECA COMMISSION
NAPERVILLE EMPLOYEE UNIVERSITY (NEU)**

**MEETING MINUTES
OCTOBER 30, 2018
6:00 PM**

A. CALL TO ORDER

Chairman Gary Kovener opened the meeting at 6:01 p.m.

Commissioners present: Kovener, Grimes, McQuillan, Kim, Losurdo, Greene Robb, Kearney, Councilwoman Obarski and Student Member Vaishnavi Tetali

Commissioners not present: Clermont, Student Member Kevin Li

Staff present: Special Events Coordinator, Dawn Portner

B. PUBLIC FORUM

There were no speakers for Public Forum

C. REPORTS AND RECOMMENDATIONS

1. Review of the event criteria forms/point system created to run concurrently with the CY19 application cycle, with CY20 implementation.
 - The Commission discussed rating a number of CY19 applications using the two evaluation forms previously approved. A scale of Excellent, Strong, Good, Fair, and Weak will be used instead of numbers at this time.
 - The following applications were selected to test the Performances and Programs evaluation form:
 - Fair Lady Productions (CY18)
 - DuPage Symphony Orchestra – Subscription Concert Series (CY19)
 - North Central College (CY19)
 - YMCA (CY19)
 - Century Walk (CY19)

- The following applications were selected to test the Festival and Parades evaluation form:
 - India Day (CY18)
 - St. Patrick's Day Parade (CY19)
 - GLOW Run (CY19)
 - Midwest Pow Wow (CY19)
 - Naper Nights (CY19)

The ratings sheets are due by Friday, November 30. Kovener will then compile the results for an early 2019 review.

D. ADJOURNMENT

Councilwoman Obarski made a motion, seconded by Commissioner Greene Robb, to adjourn the SECA Commission meeting at 7:00 p.m.

The motion was carried via Voice Vote.

Submitted for approval by:

Dawn Portner

Dawn Portner, Special Events Coordinator