Portage Lake Harbor Commission

Members Present: Jim Simons, Frank English, Roger Burger, Denny Blue, Kevin Hughes, Steve Brooks Chuck May.

Minutes from 06-24-21 approved with revisions.

Frank English: Having difficulties getting digital pictures for the banners. Elaine Maylen is still planning to create them.

Roger Burger: Parking will occur near the back building on Marina property. Other vehicles to park on shoulder of Ellen Street. Dial-A Ride to pick up guests at Marina and shuttle them to Channel event through Bill Carter's driveway approach. Roger currently has five volunteers.

Denny Blue: Provided topics for discussion related to coin dispersal amongst the community.

Kevin Hughes: Suggested that that we make contact with Jack O'Malley's press coordinator named Andrew Lasko, [alasko@house.mi.gov] asking for help with a press release. Kevin will make contact with the Manistee County Fair Board to indicate we will not use the fairgrounds for parking on 7-17-21. Kevin also reminded the team that if Bill Carter does not have good WiFi, that we will need equipment with a Hot Spot in order to have good Facebook streaming.

Jim Simons: Dave Herweyer from King Construction: still no response: How ever in April He indicated that two memorial plaques had been ordered for this event. Contact with a local motel owner indicates that two rooms have been reserved for July 16<sup>th</sup> and 17<sup>th</sup>, for King Const guests. Coins have been cut and are on the way from the vendor!

Harbor staff assignments for 7-17-21.

Roger Burger.....at the marina

Frank English..... on one of the shuttle busses with a face mask.

Denny Blue..... on one of the shuttle buses with a face mask.

Steve Brooks...... at edge of Bill Carters property to escort guests to channel walk way.

Jim Simons...... at Bill Carter's yard greeting invited guests.

Chuck Simons...... at Bill Carter's yard greeting invited guests.

Jim Simons: Meet with David Meister Onekama Township Supervisor Check on Liability Insurance for event, get check for the chairs, and PA System from Grand Rental, check for banners to Elaine Maylen, getting confirmation from AI Taylor for use of PLA web site to live stream the event.

Chuck May: Continue making contact with guests, getting name tags with plastic shields pin backs. Finalizing content of speech and order of speakers.

Steve Brooks: ask Andrew Lasko for help with press release. To be announced July 8<sup>th</sup>,2021. check with other papers need for a staff writer.

Next meeting: Thursday July 8<sup>th</sup>, 10:00am Township Hall.