



**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN  
MINUTES OF  
MUSICAL FOUNTAIN COMMITTEE  
MEETING  
CENTRAL PARK PLACE\*  
421 COLUMBUS AVE  
WEDNESDAY, OCTOBER 11, 2023  
6:00 PM**

**1. MEETING CALLED TO ORDER**

**2. ROLL CALL**

Present: Nicki Bonczyk, Ivy DeWitt, Sara Kalios, Stancie McClellan, Terry Stevens, Jerry Troke, Andy Cawthon, and City Liaison Dana Kollewehr  
Absent: Sally Creason

**3. APPROVAL OF AGENDA**

Motion - Nicki  
Second - Andy  
- Approved unanimously

**4. CALL TO AUDIENCE**

*At this time, members of the audience may address Committee on any item, whether on the agenda or not. Those addressing Committee are asked to provide their name and address and will be limited to three minutes of speaking time. Committee will hear all comments for future consideration but will not have a response at this time.*

*No comments were made*

**5. AGENDA**

**A. Approval of minutes of meeting of September 6, 2023**

- Approved minutes must to be sent to Maria Boersma within 8 days of approval
- Motion - Andy  
Second - Stancie  
- Approved unanimously

**B. Draft Song and Choreography Policy document**

–Note: Committee needs to approve choreography before it can be run on the fountain.

MODIFICATION REQUEST to the Draft Musical Fountain Song and Choreography Policy:  
“The list shall be maintained by the producer and be made available by the Secretary upon request.”

ANDY - Motion to approve as amended with clarification on definition of majority.

STANCIE - Second

ANDY - Motion withdrawn

ANDY - Motion to forward the document to Derek as amended with request for clarification on the word majority and the change, "The list shall be maintained by the producer and be made available by the Secretary upon request."

SARA - Second

Passed unanimously

QUESTION for Derek - Do we only need 3 yes votes to approve a song? What is the definition of "majority? Do we need the majority of the committee or the majority of the quorum?

ANSWER from Derek: Simple majority, which is majority of the quorum.

ANDY- Motion to approve as clarified with "The list shall be maintained by the producer and be made available by the Secretary upon request."

SARA- Second

Passed unanimously

Full text of the Policy as approved:

The Musical Fountain Committee shall establish an official Song List by majority vote of the Committee. The list shall be maintained by the Producer and made available by the Secretary of the Committee to any one upon request. The list shall include only those songs and versions of songs that are legally available for the operation of the fountain.

The Committee shall, from time to time, add or delete songs from the official list by majority vote of the Committee. Only Committee members shall have the authority to introduce a song to the Committee for consideration, or recommend exclusion of a song at any official committee meeting. No song or choreography requests will be accepted from the public.

Once a song has been added to the official list, the committee shall then consider Appropriate choreography presented by any member of the Committee utilizing the fountain features and lighting. The Committee shall adopt proposed choreography by majority vote of the Committee.

All songs and choreography shall remain approved unless rescinded by majority vote of the Committee.

All volunteer choreographers shall be appointed and removed by majority vote of the Committee.

#### C. Draft Production Procedures document

Andy- Motion to approve as amended

Sara - Second

Passed Unanimously

#### D. CITY AND MAINTENANCE ITEMS

- Tour Policy – no further progress
- Grating replacement – no further progress
- Crack sealing basin still in planning
- Address erosion under parking lot drain
- Unplug large pond drain line
- Adjustment of commercial roll-up doors

#### D. TASK FORCE ITEMS

- Volunteer Day rained out
- Rain day for this Saturday, but plan is to reschedule for the Spring
- Terry is going to upload the files from the fountain computers. There are no Audacity projects or unadvanced songs on the PCs. Everything will be uploaded to the Google Drive.

#### E. PRODUCTION ITEMS

- 2024 Season Song Suggestions by the Producer
  - Artist Theme Shows are easier than multiple artists
  - We need more shows pre-1990s
    - Ideas for shows:
      - Motown
      - Pure Michigan/Made in Michigan night
      - Hair Band night
      - Headbangers night
      - New Wave
      - Broadway Night
      - Country Night
      - Taylor Swift Eras Tour on the Fountain
- Review of Music Licensing
  - Licensing can change year to year for artists. Nicki has tracked down all licensing numbers for our current catalog. Required to submit to the city what we played, when, and how often, to the City at the end of the year.
  - BRAD BOYINK COMMENT: Combining songs into Theme Shows can change the licensing requirement.
  - Nicki is working on a master spreadsheet with compliance information to make this a lot smoother in future years.

#### F. MARKETING ITEMS

- New stadium signage for 2024 season – 3 signs available
- New FM transmitter signage for 2024 season – change in FM frequency needed and update the signs to reflect the new frequency
- Social Media Update

#### **G. FINANCE ITEMS**

- Venmo and PayPal direct now available to FotMF – rollout in stadium in 2024
- Facebook has also approved us as a Fundraiser
- Review of current financial statements

#### **6. CHAIRMAN’S REPORT**

- Stancie McClellan committee membership update – full member with voting rights until replacement is appointed

#### **7. OLD/UNFINISHED BUSINESS**

#### **8. OTHER NEW BUSINESS**

- QUESTION - What is the attendance policy? ANSWER - 4 missed meetings in a row results in removal from the Committee.
- Start thinking about if branding guidelines make sense to put together in the future.
- Explore holding choreography classes
  - Ryan Marshall, Brad Boyink, and the Starks have offered to help train new choreographers
- Brad Boyink is pursuing creating a bid spec for new choreography interface to reduce programming time.

Nicki - Motion to appoint Ivy DeWitt as Secretary of the Musical Fountain Committee

Andy - Second

Passed Unanimously

Nicki - Motion to allow Brad Boyink the opportunity to prepare a bid spec to determine potential investment needed to improve choreography interface to be given to the Committee to pursue quotes.

Sara – Second

Passed Unanimously

#### **9. NEXT MEETING DATE – Wednesday, November 15, 2023**

#### **10. ADJOURNMENT**