

**Prairie Village Jazz Fest 2025**  
**Committee Meeting**  
Tuesday July 22, 2025, 5:30 p.m.  
Multipurpose Room

Attendees

J.D. Kinney	Special Events Coordinator, Committee Chair
Elissa Andre	Marketing Chair
Mary Ann Watkins	Member at Large
Dave Hassett	Food and Beverage Chair
Amanda Hassett	VIP Hospitality Chair
Tyler Agniel	City Council Liaison
Will Fisher	Member at Large
John Wilinski	Backstage Chair
Mike Polich	Rented Infrastructure Chair
Jim Barnes	Stage and Tech Chair

**Committee Chair's Report**

No update

**Talent**

All professional musical acts are contracted and deposits have been paid

**F&B**

Ragusa's, Eat Schmidt, The Mad Greek, Marigolds and Polar Oasis, Hungry Hatch and Butterfluff have completed and signed contracts.

Queen of Acorns agreement pending.

KC Ice (new vendor) bid to supply ice has been approved

Beverage selection with Travis at Crawford Distributors scheduled for August.

Need to begin laying out proposed site map of the Harmon Playground Parking Lot for food trucks.

**Stage/Technical**

Jim Barnes has heard from multiple artists regarding any backline needs.

Jim to request invoice from SECT so checks can be issued for deposit.

JD to confirm piano.

**Infrastructure**

Tents, tables and chairs order through AAA Rental will be issued in this week.

Mike Polich to contact United Rentals – Olathe who is a supplier to Public Works to rent a utility vehicle to augment the one provided by Public Works for set-up and tear-down.

Uhaul truck has been reserved.

**Marketing**

Lineup fans approved. 1500 to be ordered. May arrive in time for KU Kickoff August 8. Brooke Morehead to coordinate distribution through Bank of PV tailgate at the event.

Yard signs and stakes to be ordered. Creative pending final approval.  
Elissa to design handbills and Village Voice layout using basic fan design.  
JD to produce 40 handbills for Will and Mary Ann to distribute by July 29.  
Park vinyls to be updated this week.  
Mission Road banners to be put up second week of August.

### **Volunteers**

Volunteers needed for the VIP tent requested from Claridge Court  
Volunteer tshirts are ordered.  
Joyce Hagen Mundy is sending requests for volunteer signups for admissions gates.  
Dave Hassett to send requests for beverage tent

### **City Committees/Exhibitor Tents**

KC Jazz Orchestra has requested a tent

The next JazzFest Committee meeting is scheduled for Tuesday August 26, 2025.  
The meeting concluded at 6:25 p.m  
Respectfully submitted: JD Kinney