



# Asian American Festival 2007



## Daley Center Plaza/Chicago

In Celebration of Asian American Heritage Month  
Hosted by the Pakistani American Community/May 21-25

### 9<sup>th</sup> ANNUAL ASIAN AMERICAN FESTIVAL

#### 2nd PLANNING COMMITTEE MEETING

MARCH 27, 2007

#### MINUTES

The first Planning Committee Meeting of the Asian American Coalition of Chicago for the 2007 9th Annual Asian American Festival, was held at the Sabri Banquet Hall 6424 N. Western Ave. Chicago, IL 60645, March 27, 2007. The meeting was called to order at 6:25p.m. by Sharmeen Younus, 2008 AACC Chair.

The Pakistani American Community is the 2008 host community.

## ATTENDEES

Waqas Durrani, Pam Leeming, Faisal Rashid, Fahad Sami, Kiran Siddiqi, Afzal Sodagar, Younus Suleman, Sharmeen Younus, Hameed Khan, Prem Lalvani, Jin Lee, Rajinder Singh Mago, Dr. Evelyn Nativaded, Sadruddin Noorani, Ifti Nasim, Kiesten Stewart, Alexander Limson, Aileen Kim, Poxie Xumsai, Nadia Akhtar, and Fyza Parviz

### I. Welcome and Introductions – Sharmeen Younus, 2008 AACC Chair

### II. Old Business- Motion was passed for the last meeting and agenda

### III. New Business

#### Committees Introduction

Committees- >**Officers, Committee, and Committee chairs were introduced as follows:**

- Corporate Sponsors: **Waqas Durrani and Anita Bower**
- Secretary: **Fyza Parviz**
- Programming: **Nadia Wilson, Nida Maniar and Kiersten**
- Technical/Webmaster: **Tariq Hasan**
- Volunteers: **Kiran Siddiqi**
- Program Book: **Fahad Sami and Saad Sami**
- Vendors: **Sharmeen Younus and Nadia Akhtar**
- Decorations: **Faisal Rashid**
- Community Outreach: **Pam Leeming**

Applications Update →Sharmeen Younus, and Nadia Akhtar

- All applications are complete.
- Mecca Perry is the representative for coordinating special events
- Unarmed guard will be available beginning Sunday morning until Thursday night. His certificate of insurance has been submitted.
- Handicap access and washbasins will be available either Sunday night or Monday morning.
- Tent Company has provided us with 17 booths at the same price as last time. The certificate of insurance is complete.
- State farm did not work out for insurance. The minimum quote received is \$575 by a not for profit organization. There were two other agencies that submitted quotes. Last year Chicago community worked with Chicago American service league and they were covered by them. If someone is a part of a not for profit organization then we need to ask them to cover this event. Hamdard is another option. City as requirements that we need to fulfill and additional entities need to be insured.



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### Finance Committee Report ->Nadia Akhtar

- 3 vendors to send us the checks for food
- Fred martin working with the merchandise vendors
- 9 vendors available for food for the festival
- We require more vendors to help us out.
- We received \$5000 donation from the American Family Insurance.
- \$8000 checks available as of now.
- More Restaurant vendors needed. Two food vendors from each community.
- 10/12 separate community vendors for food
- Vietnamese, Pakistani, and Thai vendors are already available.
- April 1st is the deadline for the vendors.
- We need to work with the Pilipino and the Chinese community

### Corporate Sponsor Update->Waqas Durrani

- American family insurance is our sponsor (name on banner, website, full page ad)
- Get in touch with sponsors from last year
- All our forms will be available online

### Programming Update-> Nadia Wilson

- Korean dancers lined up
- Pakistani performers available for 1st day
- We need to send forms to principals of schools to invite the students
- CPS department subsidizes the schools and the buses
- Ask Farhat Khan if she is willing to help out with the Chicago board of education
- Working on the schedule for the rest of the week. Update will be available on the April 24th meeting.
- Contact the Thai community performers who performed on the festival for King's Birthday. Performance time is 15/20 minutes.
- We should invite college groups from the Thai community.
- Programming itinerary will be provided to the city. The first day we will exceed the time so we would have to pay the city extra but then we will stick to the time provided to us.

### Technical Update:

- Irene sent an email
- Format will remain the same ->maybe change the colors
- Content will be informational based site->meeting min->contact emails
- Projection time ->done within a weeks time frame
- Ifti Naseem-> for press release->free publicity
- One section for members->with one password->otherwise open for all to see

### Volunteers Committee-> Kiran Siddiqi

- One more additional person needed
- Ghazal can get 20/30 people to help
- Volunteers needed from all communities

### Program book-> Fahad Sami

- Waiting for the programming schedule be finished so that it can be added to the book



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- Need someone to help out with the cover for the book->Pam's husband->looking for suggestions from everyone.
- Need a theme for the festival. Everyone can contribute their ideas.
- People can email their themes with a little background on their theme
- We need this done by next week
- Working on improving the logo. Contact Christene Jacobs for her suggestions.

### Vendors:

- More food vendors needed
- 12 or so lined up-> 6 are confirmed
- There should be one big booth for all the government officials.
- One page ad costs \$500
- 2000 copies printed out for the booklet

### Printing company:

- Pricing->what is that u like in the book->samples provided by the non profit company->submit a proposal after the meeting

### Decorations committee-> Faisal

- Showcase different cultures of Pakistan on stage
- Keep it simple and fresh
- Decorations should have a theme that encompasses all Asian communities

### Outreach-> PAM

- Younus Salman sent letters to elected officials. Three have confirmed. We would like to have as many dignitaries as possible at the opening ceremony.
- Leut.Governor, congressman Danny Davis, and Pakistani Counselor General are coming to the event.
- We want to get the Counselor Generals of all Asian communities
- We would like to invite the Mayors of the towns
- Chief Judges should be invited from the Asian community.
- Press releases to other communities->1st release now and then reminders later

### New Business:

- Next meeting April 24th and May 8th-> same hall
- Sabri Nehari donated their hall for this meeting
- Khan BBQ donated their food as a sponsor for this meeting

### Program booklet:

- Business + community Organizations-> individual donations->your name will be printed out

### Announcement:

- Recommend someone for Asian American Hall of Fame Award. Contestants will be individuals who have accomplished a lot for the Asian community. Held on May 5th at Wyndham Ohare hotel. Deadline for this is April 5th
- Ticket for the event is \$65.



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- April 7th:
- Punjabi celebration: a community event
  
- April 6th:
- 7pm
- Ceramic Art Celebration at super Mart. Address is 801 civic center drive. The event is free of charge and all are invited.

#### IV. Adjournment and Next Meeting Date

The next meeting is April 24<sup>th</sup> 2007 at Sabri Banquet Hall ( 6424 N. Western Ave. Chicago, IL 60645) located opposite to Devon Bank across the street.). March 27 meeting adjourned at 7:30PM.

Respectfully submitted,

Fyza Parviz

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