

Fourth of July Committee: Minutes

February 15, 2024

Present: Sue Glennon, Chris Jenkins, Amanda Cobb, Jay Furr, Harland Stockwell, Julie Wahlin, Stefani Hartsfield

Absent: Rebecca Roose, Ken Nussbaum

Meeting Called to order at: 7:10 p.m.

Theme: Fairy Tales

Pete Gosselin's band, 7-9pm \$1200 for both sets. And he brings his own set.

ACTION: Sue will find out price for one set.

Karaoke - 3-7pm total adult(5-7pm) - 1h50m, kids(3-5pm) 2023- 22 registered contestants

Brian will do again for \$500

Schedule

10:00 - fun run

10:05 - 11:30 parade

12:55pm parade announcements

1pm - break

3-5 kids karaoke

5-7 - adult karaoke

7-9 - Pete's band

9:45- fireworks

Food:

Donna Lewis agreed to do chicken bbq - If we sponsor them, we can order supplies from Richmond Market.

Auction or Flea Market? Flea Market is a lot of work.

Vendor Guidelines -

- The Town is using Microsoft not Google Documents. Duncan created the vendor forms using the guidelines we sent to him after the last meeting
- Stefani reviewed the form with the committee. Only a few changes are needed:
 - Day and evening or both, cost is the same
 - **Action:** Duncan: Is Proof of insurance necessary for vendors? Or is the box agreeing to sign the Contract to release liability enough?.
 - **Edits:**. The for-profit vendors \$150, non-profit is \$50. Non-profits must prove status.
 - **Electronic Payment-**
 - Last year we left the electronic payment conversation that between last 4th of July and this year's the town and selectboard would figure out a way to accept electronic payments.
 - Jay - many towns do this.

- **Duncan:** What is the status of the town accepting work with Connie on electronic payment for the Vendor payment form?

How to increase vendors?

- Advertise early - Town Meeting, FPF, Times Ink, FB Marketplace, Seven Days, contact Farmer's market contacts
 - **ACTION:** contact vendors, create language.
- Food - Mr. Ding-a-ling
- Open to last-minute vendors
- More food - El Gato, BBQ by Mark, Contact food truck vendors. Glory Burger - Julie to contact, Williston Food Truck vendor list.
- Look at past vendors and reach out. Research for other food vendors.
- Would Papa McGees have a booth? Chris answered: Owner is out of town.
- Freezer pop vendor?

Marketing: Rebecca

- Announce Theme! On Facebook!
- Share vendor form
- Flier - Request for Dexter H. to make the flier again. Request sent. Will check on availability. Not sure if it can be done by March 5th. Maybe a draft.
- Contact other towns who have food truck fairs
- Start 50/50 raffle at Town Meeting? Tuesday, March 5th

Cleanup: Next day

- Need more help

Parade:

- How to keep parade flowing and not stop like MMU Basketball girls, Arabesque, etc. team last year.
- Remind when signing up and at the time of lining up for parade on the day of.

Security:

- Will we have cops available
- **ACTION:** Need to reach out to those who were certified traffic controllers to help again.

Coin Drop: MMU Graduation day May 15th

- Chris ordered the new coin drop signs.
- **ACTION:**
 - Ask Pete how far from the intersection can we stand.
 - Card to give out when paid or more information. QR code to take to the event page and have link to the donation/go fund me page.

Tents: a couple tents to keep cool, dry, etc.

Volunteer: Google sheets/form or sign up genius. Stefani shared that she thinks the town wants MS documents when it pertains to money but it becomes a management issue when we need the information.

ACTION: Julie to create sign up genius.

Greensea: used to send a crew to help set up and tear down.

ACTION: Julie will research what companies have paid volunteer days and see if we can get them for the 5th.

ACTION: Jay to reach out to past people who wanted to help in the past.

Stefani: Makes a motion that Fairy Tales will be the theme.

Sue 2nd, all in favor. Motion past.

Grand Marshal:

ACTION: Jay will ask RPL Rebecca Mueller.

Bouncy House:

ACTION: Chris to ask his cousin and staffing.

Meeting Adjourned by motion at 8:45 p.m.