

EVENTS COMMITTEE Minutes  
November 16, 2021—5:00PM  
Town Hall Meeting Room

**The public is allowed to attend, and is encouraged to come and participate**

**In attendance**

Committee:

Katie White  
Debbie Duffy  
Leslie Rosewarne  
Crissy Luckern

Visitors/Volunteers:

Katie Doble

**Meeting called to order- 5:18pm**

**Minutes**

Accept November 9, 2021 meeting minutes- tabled for next meeting.

**BUSINESS**

- Budget for 2022
  - Update on storage:
    - Town is going to visit the grange on Thursday 11/18 to determine suitability.
    - If grange doesn't work out, town will buy a storage unit to share with committee
    - We want to have our storage in town owned location.
    - May need to use the fire station for climate controlled items
  - Submitted \$4,000, adjusted to \$3,200
  - We can carry forward our revenue into next year
  - Got donations to cover Concerts Series last year but still need some in budget to cover costs- see Google spreadsheet
    - Last year each performer was given less than a couple hundred \$
  - Dec 15<sup>th</sup> is when itemized budget is due to BOS
- Trunk or Treat
  - Keep as a police and Events Committee event
  - Branch Brook community may be interested in helping
  - Campton and Thornton town event?
  - Need to end a little earlier in the evening next year.
- Running Road Race- Debbie following up with volunteer

- Light Up Thornton
  - Confirmed we can use the School
    - PTO confirmed they will be at craft station from 3-4pm
  - Bake sale as a fundraiser
  - Bus company will be encouraged to come the next meeting (Debbie will call)
  - Banners/ Signs (Debbie will call)
    - End of the roads
    - Banner at Cross Road, and the Transfer Station
  - Town email/website (Katie W will send, include the Jessie music information, Judy sending information to Katie)
  - Beautification Committee - paid for the lights
- To do:
  - Lights on the tree at town hall, check the lights- Nov 27
  - Decorate the town hall on the outside (garlands, etc). - Nov 27
  - Facebook post (Judy)
  - Full or half sheet for the ballots and route list (Leslie)
    - Make the route list
    - Make ballots for voting
    - Include how to turn in their ballot by Dec 15
  - Winner will be announced on Facebook after Dec 17 meeting
  - Decorate a ballot box for leaving at Town Office, consider adding boxes around at other town locations
  - Keep track of RSVP to buses
  - Find a Santa (Judy asking Joe)
  - Ask about someone to lead the carols
  - Craft tables set up- Day of

- Bake sale set up- Day of
- Events Committee meeting moved to Dec 17th in order to summarize the ballots (Katie W will ask about using the Town Office)
- Submit Certificate of Insurance (Judy)
- Submit meeting dates for 2022- tabled for next meeting.
  
- Town Write Up update- will discuss via email. Due Nov 30 to Kerrin Randall

**Calendar Review**

- Next Meeting Nov 30, 2021
- Light Up Thornton, now-Dec 1st registration, kick off event Dec 5<sup>th</sup> Kick Off; Dec 5-15<sup>th</sup> Competition

**Adjourn Meeting- 6:30pm**