

## EVENTS COMMITTEE AGENDA

January 18, 2022—5:00PM

Town Hall Meeting Room

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

### In attendance

Committee: Judy, Debbie, Leslie

Visitors/Volunteers: Viv Duffield, Jackie Wolffe, Katie Doble

**Meeting called to order: 5:02 PM**

### Minutes

- Light Up Thornton Recap
  - Bus
    - May not need a bus in the future, or consider a short bus
    - People don't want to RSVP for the bus
  - Tree lighting
    - Extension cord for tree at town hall
    - Personal invitations for town selectman to tree lighting - consider asking them to do a separate event vs. having them as a stop on the route
      - Ask the select people to lead us in a carol
  - School
    - Orchestra at the school was great
  - Decorations
    - Decorations on the town hall were not in great shape - Debbie can possibly donate some garlands + balls + trees + etc.
  - Prizes
    - Given out the next day to 5 places
    - Debbie to put in for reimbursement
  - Wood raffle
    - Pick up ticket proceeds from Sugar Shack
    - Sold more tickets on FB + in person at event
    - Choose winner this week

- Budget 2022
  - \$2500 for 2022 confirmed
  - Town meeting is March 8th - confirm if PTO will do refreshments
- [Committee Officers for 2022 - did not discuss]
- 2022 Calendar
  - Call 2022 meetings on the third Tuesday of each month
- Townhouse for storage
  - Judy to sync w/ Debbie re transitioning stuff from town hall to town house
- Sugar on Snow with Square-dancing
  - Potential to do event outside on trails behind library (e.g., bonfire, etc.)
  - Square dancing
    - Shipeezy (sp?) called square dance
    - Nate and Annie Bradley (sp?) - interested in figuring out how to call square dancing (or contra dancing?)
    - Debbie - very difficult to have fun/successful event if people don't know what they're doing + difficult with adults & kids
    - Start this in summer during the concert series, NOT this winter
      - First half hour of the concert series each week could do teach-in of square dancing
  - Confirm the two women who ran sugar on snow two years ago and loop into planning again
  - Day-time event
    - Sugar on snow + snowshoe
    - Judy has ice shaving machine we can use; take lots of maple syrup and boil down and then pour on ice
    - Maple sugar weekend is the third weekend in March
    - Kerry would love to donate syrup; Matt Durrel would love to donate syrup - try to get more donations...need 4 gallons in total
      - Kerry + Matt could do the boiling
      - Judy can be the syrup collector and start soliciting donations
    - 50 - 100 people

- Viv to speak with library trustees on Friday; can take on leadership of this event!
- Discuss in more detail on next meeting on 2/15
- Vote to make Katie Doble a member
  - Confirmed!
  - Judy made a motion and Debbie seconded, all in favor.
- Outlining 2022 Goals for the Committee
  - Event(s) overview / planning resources
    - Plan out year more clearly
    - 30 minutes in Feb - 90 minutes total to outline year of events
      - Start delegation early
  - Volunteering/risk mgmt resource adaption
    - Implement waivers for volunteers

#### Meeting Dates for 2022

*Jan 18	*Jul 12
*Feb 15	*Aug 16
*Mar 15	*Sept 13
*Apr 12	*Oct 18
*May 17	*Nov 15
*Jun 14	*Dec 13

\* Additional Workshops as needed for event planning

#### **AGENDA**

- Light Up Thornton Recap
- Budget 2022
- Committee Officers for 2022
- 2022 Calendar
- Townhouse for storage
- Sugar on Snow with Square-dancing
- Vote to make Katie Doble a member

- Outlining 2022 Goals for the Committee
  - Event(s) overview / planning resources
  - Volunteering/risk mgmt resource adaption

#### **Calendar Review**

- Next Meeting February 15, 2022

Adjourn Meeting: 6:01 PM