

EVENTS COMMITTEE AGENDA

June 14, 2022—5:00PM

Town Hall Meeting Room

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

In attendance

Committee: Judy Rolfe, Vivica Duffield, Debbie Duffie, Katie White, Katie Doble

Visitors/Volunteers: N/A

Meeting called to order: 5:13 PM

Minutes

- Approve minutes from 4/12/22 and 5/17/22
 - *Motion made by Judy to approve, seconded by Debbie, and agreed to by all present*

AGENDA

- Summer Concert Series
 - Sponsorship: Review outreach tracker
 - Reviewed
 - Signs and publicity: Discuss banner / sign posting, press release, etc.
 - Hang up banners at transfer station and cross roads
 - Track location of signs on tracker - stall until late June
 - Rap cards - think about using Debbie's contact
 - Press release - take a look and circle back with Katie
 - Cost spreadsheet [if needed]: Need to set up and begin filling out
 - Misc. - what else?
 - Sugar House photo - Wes Laven - has shared some more great pictures
 - Make sure everyone has access to folder
 - Get sponsorships out there
 - Plan to commit to specific dates at the next meeting

Calendar Review

- Next Meeting July 12, 2022

Adjourn Meeting: 5:53 PM