

Events Committee Meeting July 1, 2019

In attendance:

Committee members: Debbie Duffy, Judy Rolfe, Wendy Johnston

Visitors: Tori Stewart

Debbie called meeting to order at 5:30 pm.

Treasurer's Report: See attached Budget from Judy Rolfe.

ACTION ITEM: Debbie will check with the Town to see if we can keep petty cash to use for change for events. We will request holding back \$150. Also, need to check to see what line item the receipts and cash turned in from the Tree Lighting Ceremony supplies were charged/credited to.

OLD BUSINESS:

*Storage – Storage is still an issue. Debbie has items leftover from Discover Thornton at her house and she returned items to the Fire Department and the Library that were not used. We will continue to accumulate “stuff” as we host more events and will definitely need a central location to keep our accumulated items. Since we have also taken over the Tree Lighting Ceremony, we already have several boxes/bins in storage. Our goal is to make the items used for the Events Committee easily accessible and labeled for us and future members to know exactly what we have and where it is located.

ACTION: Debbie will contact Dan Defosses, Fire Chief to see if there is any space at the fire department. Judy R. will ask Judy Guty to return any items she still has to the Town Hall for us to store with the rest of our things.

*Secretary – Tori Stewart agreed to take on the position of Secretary.

ACTION ITEM: Debbie will contact the Town Administrator to bring to the next Selectman's meeting requesting to start the process of having Tori sworn-in to become an Events Committee board member.

A booklet of town businesses was discussed and Judy and Julie volunteered to take on this project.

VOTE: There was a unanimous vote to table this project until we had enough interest and volunteers to take over this project.

2019 Events:

- The Selectman felt that it would be a potential hazard to hold a Town Wide Yard Sale the same weekend as the Boogie 'n Blues Concert so voted to change it to the same day as the Plymouth Yard Sale on Saturday, September 7th.

ACTION ITEM: Debbie will email the Town Administrator to report that we are changing the date. Judy and Tori will get details for how a Town Wide Yard Sale works (how to make a map, what to charge, etc)

- The Events Committee will participate in the National Night Out on August 7th. This will be a great way to spread the word about our Committee! Debbie and Judy will man an Events Committee tent and Wendy will help serve the food again this year.

ACTION ITEM: Need to continue discussions about creating a fun space to let people know about the Events Committee and to recruit new volunteers for upcoming events.

- Winter residential and business light contest.

ACTION: Debbie will work on this project and discuss details at future meetings.

*Indicates need to be brought forward to next meeting

NEW BUSINESS:

There was a discussion about the meeting time change.

VOTE: The time was changed to 5:00 for future meetings by a unanimous vote.

It was brought up that the Committee should advertise our events in local newspapers.

ACTION ITEM: We unanimously voted to expend money for ads for our events in the Record Enterprise, Pennysaver and possibly other publications.

We talked about other events we might want to hold in the future if/when we get more volunteers.

ACTION ITEM: We are going to create a “wish list” of things we might like to do. Our current list includes Old Home Day, a Fun Run and a Block Party.

Judy Gutry emailed her resignation from the Committee.

VOTE: We voted unanimously to accept her resignation.

Judy Rolfe brought in a handout concerning Public Meetings and the Right to Know law.

ACTION ITEM: All members should read this over to ensure we’re following the correct procedures.

The meeting closed at 6:30 pm. Next meeting will be on August 5, 2019.

Respectfully submitted,

Debbie Duffy

Secretary Pro-Tem