

EVENTS COMMITTEE Final Minutes

May 15, 2023 5:00pm

Thornton Public Library -

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

In attendance:

Vivica Duffield, Leslie Rosewarne, Heather Baldwin, Katie Gryczkowski, Angel Allison, Judy Rolfe

Minutes

- Approved April Meeting Minutes

Agenda

- Summer Concerts
- Sponsor letter is ready to send.
 - Ask donors to mail checks to library attn:Events Committee. Then coordinate deposits with the town office.
 - Attach the banner to the letter when sending out to sponsors.
 - Sign up on the tracking sheet if reach out to a sponsor, add more as needed
- Budget check in next month. Reaching out to town administration about how to submit invoices to pay the musicians.
- Will need to confirm the budget before buying another tent.
- Post to Facebook a save the date and concert announcement. Also set the profile background and consider adding the sponsor letter as a file.
- Signs will be printed through Half Priced Banner this week.
- Discuss volunteers for concerts at a future meeting.
- National Night Out meeting. NNO committee will buy the lemonade, and the committee will make the lemonade. Try to have three people at the stand. August 1. 5-8pm.

Calendar Review

- June 5th next meeting
- July 23rd first concert
- August 1st National Night Out