

Approved July 9,2014

Community Events Committee
Meeting Minutes
April 8, 2014

Committee Members in Attendance: Les Dion, Hilda Bruno, Christina Goodwin, Joe Denning, Chief Steve Yannuzzi, Claire Moorhead, Bryan Richardson

Others in attendance: Kendra Gilpatric-Laplume

The meeting was called to order at 9:00 am.

Kendra Gilpatric-Laplume from the Newfound Fitness, Yoga and Wellness attended to update the Firecracker 500, which she is going to be spear-heading, along with her husband, on the 4th of July weekend.

The Committee took a few moments to introduce everyone as, Claire Moorhead, from Creative Promotions Network, LLC, was also in attendance.

Minutes:

Christina motioned to approve the minutes of February 12, February 19 and the February 19 business meeting as written, Joe 2nd, so moved.

Events:

Concerts

All but one spot has been filled for the summer concerts. Claire reported that there are some options for the open spot including the New Jordan TW Trio, which plays fiddler type music. Claire has requests out to different groups to determine who might be available.

Refreshments – concerts:

Last year the Center purchased all of the supplies and non-profits sold the food, snacks, drinks, etc., with the proceeds from the sales going to the non-profits. It was suggested to approach Greg from Bristol SNS to see if they would be interested in sponsoring this on concert nights, with the Center still sponsoring the whole event. If not, then the possibility of having one of the various pizza places take over for the night might also be a possibility.

Advertising

All members believe that we need more day of the event advertising. Claire will check with her contacts regarding sandwich board sign ideas and get back to the group. It would be beneficial for the committee to advertise in the Penny Saver, Weirs Times, Channel 9 Community Bulletin Board, Daily Sun, Hometown Voice, Public Access Channel, Town Crier, Facebook, and whatever other avenues that the Committee can utilize. Claire will add to all area events calendars as well. The Committee will also hang up banners by the Fire Department, near Frosty's and other locations if possible. Claire will look into banner options with Vista Print.

Brochure

The brochure is definitely something the Committee would like to continue with as it gives a good overview of events. The quantity ordered will be increased as there were no summer brochures left last year. Brochure information must be submitted to Claire by 5/7 or 5/8 to have brochure completed and ready for distribution on Memorial Day Weekend. The brochures have been such a hit, the Committee feels there is way too much crammed into one, so they will break out the brochure and do three instead of two throughout the year. Claire will look at the options and also adjust the settings for the brochure.

Memorandum of Understanding

Les submitted a sample Memorandum of Understanding for the Committee to review. It was suggested that the members take the sample, review, mark it up and bring it back to the next meeting.

Other Events

A “Made In Bristol” day is being planned for August 2nd – sponsored by the Bristol Historical Society. This is to have any businesses that make things in Town or do things in Town participate. There is also a “Taste of Newfound” event scheduled in July.

Old Home Day:

Square Dance

Claire reported that Tom & Annie’s Caravan band would still be interested in a barn dance. They would charge \$400, but the Committee still needs to work out the logistics for location etc., if this is something to still be considered. Claire will also forward a link for the barn dance in Sandwich for the Committee to review.

Sub-committee ideas

Lots of ideas are flowing but so few people involved. Currently that committee is Lucille, Hilda, Barbara, Nicole and Christina. Ideas have included bean-hole-beans, needle in a haystack, horse and wagon rides with hay, Fire Department doing a water spraying or foam event and the group thinks it is best to schedule events throughout the day. In addition, they would recommend that there is more food options, and lots of advertising.

Health Fair

The Registration has been sent out to some different participants – Christina will email the registration form to the Center so they also have. Chief Yannuzzi reported that the car seat check, unfortunately, cannot be done with the health fair but they will look into doing at another event.

Music

New Horizon, Rainy Tuesday, The Field, Kid Jazz and Carroll Brown were suggested for the day. Each will be offered a 1 hour block if they are all available and if not then we will try to book at 1 ½ hour blocks.

Other:

Bulletin Board

Christina is working on a memo to the Select Board to recommend moving the bulletin board up by the bike path bridge. The bulletin board downtown is still being researched.

Bicentennial

The bicentennial is coming up in 2019. In order to be able to fund a good event celebrating the Town of Bristol, it is agreed that it is best to establish a Capital Reserve Fund in 2015. Christina will work on a memorandum to give to the Board at an upcoming meeting prior to the budget season. Claire gave the Committee a little feedback on how the Woodstock event went for their Bicentennial. One thing that they did was to develop a program book to sell to the public to fundraise for the event. It was discussed to possibly contract with Claire to help with the event for Bristol.

Business Meeting

The business meeting is bringing a lot of great ideas to the table, but the monetary piece of these ideas is not something that this Committee can take on with the current budget. The Committee agreed that it is best if the business meeting occurs every other month and that the current Committee members need to develop guidelines for the businesses to follow when doing an event. More dedication to how to better the relationship between the businesses and the Town also needs to be looked into. The members would like to establish a business listing for future email blasts from the Committee.

**The Business Committee meetings will be held the 3rd Wednesday of every other month at 8:00am.
Regular Committee meetings will be held the 2nd Wednesday of every month at 9:00am.**

**Having no other business to conduct the Community Events Committee was adjourned at 10:45am.
The next scheduled Committee meeting is May 14, 2014 at 9:00am at the TTCC.**