

Community Events Committee
Meeting Minutes
September 9, 2015

Committee Members in Attendance: Les Dion, Lucille Keegan, Christina Goodwin, Hilda Bruno, Barbara Greenwood, Sharyn Orvis

The meeting was called to order at 10:00 am.

Minutes

Lucille motioned to approve the minutes of August 5, 2015, Barbara 2nd, so voted.

Hilda motioned to approve the minutes of August 26, 2015, Barbara 2nd, so voted.

Old Home Day Evaluation

- Fire Department Dinner – the dinner went well, lower numbers than last year but overall a good turnout. Issues arose with table delivery but were worked out with the Masonic Lodge. Believed that weather and kids sports might have kept the numbers down.
- Tent – glitches with the table, chairs, and tent set up but it was all resolved quickly and smoothly. The company is great to work with and usually there are no issues, and a vehicle break down was an unforeseen circumstance.
- Sock Hop – suggested to change the title to “Dancing under the Stars” and either move the band from Thursday night or add a band to Friday night. A bigger name band combined with the title change to get more people out and listening to music and dancing.
- Mason’s breakfast – Barbara reported that they had a good showing, but thought advertising in the Square would bring more people. The Committee thought it might be nice to have the Masons join the fun down at Kelley Park by holding their pancake breakfast under the pavilion.
- Coffee & Donuts – this was a good addition to the morning, but it would need better signage so people know it is there.
- 5K Road Race – reported that Stand-Up Newfound had about 37 people participating. They had sponsors pay for 75 t-shirts which were given out during the race and also during the day. The t-shirts were used to get the word out and they raised approximately \$400.
- Performers/Demo –
 - Steve Blount was okay that people didn’t watch for the full show because he knows they were listening and it provided a nice break in events. He mentioned that a tent over the stage would be better for next year.
 - The Committee would like to increase the demonstrations throughout the day with ideas of looking into Cardigan Mountain Soapworks, open mic ideas, NH storytelling venue, and possibly more Library participation.
 - The Police dog demonstration was an excellent addition again this year. It was hard to hear him speaking but we could look at some type of microphone set up for next year. Chief Lewis dressing in the dog suit was also an excellent addition.
- Pinewood Derby – was a great presentation, but the Committee would love to see more Scouts participating and maybe a competition being held.

- Announcing – it was agreed that announcing should be done all day and that volunteers should be assigned to block intervals to keep people looking at and participating in events all day.
- Games/Tug of War –
 - Games were a big hit, as kids played all day.
 - Tug of war did not have a competition but kids did play during the day.
 - Families played games together.
 - Definitely need more volunteers to help out.
- Horseshoes – Gary Barney had an excellent turnout. The portable bathroom was a good addition, and the pits were cleaned up and prepared before the morning. Money prizes continue to be a good idea.
- Health Fair – set up was excellent. The Fair was busy off and on all day and the circle set up kept people visiting all participants. Would be nice to make a banner that states Health Fair if we continue to hold and also give Janice a list of the participants for her part in the set up.
- Craft Fair/Vendors –
 - Lions club had some issues with their location but the issues were resolved. Concerns were raised that the breaker kept blowing, so the Committee would like to look into electricity options for the building. In addition, Lions served breakfast, which was not planned. It will need to be taken into consideration for next year if the Masons move to the Park for their breakfast. Another idea for the Lions to consider would be to add sausage, peppers and onions to their menu.
 - The Fire Department should be added to the circle set up to include them more in the center of things similar to the Police Department.
 - Early start time for the fair should be reviewed. It was recommended that everything advertise and start with the same time and push the start time back to 10:00am.
- Dunk booth – good location for the booth, although it could have come out into the line-up a little more. The booth made money over the rental so any of this extra money will go to the Explorers.
- Spray down – This went well but the afternoon was definitely more attended than the morning. It was recommended to change to two in the afternoon or just one longer session in the afternoon. The Committee would like the Fire Chief's input for this.
- Committee Food Booth –
 - The snow cone machine kept falling apart. The Committee would like to consider the purchase of a snow cone machine moving forward instead of having to rent. There were 10 bags of ice to start but Steve Favorite went to buy ice twice.
 - The popcorn machine needs a clean-up and the door to be fixed. If not, then it was suggested to use the smaller one located at Wells Field as it won't pull as much electricity to run.
 - Cotton candy needs a volunteer strictly for that or to eliminate it as it is sticky, messy, and melts. The Committee thought that it would be good to eliminate the cotton candy for next year.
 - Corn – Started with 5 dozen and added 3 dozen more. Next year we should start with 8-10 dozen and also add a sign that states one to a person.
 - Beans – donations were great, although some were made very thick, but no one ran out.
 - Suggested to have two tents next year – one for the lunch food and one for the snacks.

- Water Wars/Obstacle Course – well attended all day. Will continue to rent. Need to get more volunteers to help, though as two are needed for the obstacle course at all times and 2-3 are needed for the water wars at all times. The only issue was with defective balloons but once they were changed out then things went more smoothly.
- Dinner – the TTCC reported that it was their biggest dinner yet. Ordered 25 more lobsters and then another 10 through Wendy Williams. Chicken also had to have 10-20 more added. Only comment was that the chicken had no flavor and was dry but it is possible that it was part of the additional chicken purchased as it was soaked in the seasoning.
- Movie – the movie was well attended, filling the grass near the far end of the field. The concessions were well used during the movie and the intermission idea for the fireworks was great.
- Fireworks – another great show and people came back to watch them at the end of the day. The only issues were that two boxes didn't go off during the show and had to be set off when the movie started back up.
- Advertising –
 - Posters need to be received and out earlier, more like the end of July.
 - 200 handouts were given the Shop n' Save to stuff bags, so next year it would be better to give them 500.
- Signage –
 - Wasn't put up until second week of August but there was plenty of signage and it looked great.
 - Steve Favorite picked up all the signs and recommends that we store them either flat or hanging. Christina will talk to Town Administrator about hanging in the shed and if not, then they can be stored flat in the old nursery section at the TTCC.

Other

Concession building – it was suggested to review for a possible addition on the far end, which would move the concession window and have it facing the field and turn the other space into storage. The building was cleaned in preparation for the weekend of events and looked really good. Will have it cleaned again and add a floor waxing to have the building closed for the winter. It was also suggested to have an electrician review the building and fix electrical issues or add another breaker and wired outlet box.

Les will approach Nicki Wooster-Goodwin to inquire about her participation on the Committee.

No Smoking signs need to be installed at the Park.

Suggested to consider another large tent in future years to allow for more space, such as the stage etc.

Volunteer Tees

The Committee would like to order 50 Event Volunteer tees to use for all events, including concerts. They should be bright orange, bright pink or bright yellow or a combination of these colors in all sizes.

It was also discussed that the Select Board should consider throwing some type of volunteer appreciation.

Concert Series

This was tabled to discuss at the next meeting.

Fall Events Brochure

Fall brochure will be October through April and submissions must be to Les by Friday this week.

Les will gather: BCEC events, TTCC events, Rotary club events, and Food for Friends.

Christina will work with the Library, Fire Department, Masons, Churches, Schools and Historical Society.

It was suggested to add a blurb "Look for more information for holiday contests" or something similar to the flyer.

Meetings

Regular Committee meetings are held the 2nd Wednesday of every month at 10:00am and additional as needed.

The next meeting for the Regular Committee is September 30, 2015 at 10:00 am at the TTCC.

Having no other business to conduct the Community Events Committee was adjourned at 11:45 am.