

Parks & Events Minutes  
June 16, 2008

Call to order by Co-Chair, Susan Dolan

Attending:	Susan Dolan	Co-Chair
	Frank Robert	Council Liaison
	William Shifflett	Member at Large
	Chris True	Member at Large
	Ivy Wells	Member at Large
	Irma Bast	Staff support

Minutes for the May meeting were corrected to read that 5 banners will be purchased: 3 for Concerts in the Park and 2 for Family Fun Day. Chris S. will check w/Dinah about placement of banners around town. The desired locations are: Sandusky, W. Friendship & the hill at Springfield Ave.

Irma distributed a report explaining the 2007/2008 budget vs. actual revenue & expenses for the current year. To date, it was reported that approximately \$3000.00 would be excess revenue over expenditures.

Discussion of using P&E revenues to pay for lighting repair at Cooper Park per Ron Esworthy's request. The motion to cover this expense was passed unanimously.

A motion was made to purchase shirts for committee members to wear at events to identify "staff" ; passed unanimously. Frank R. will order from Athletic House and they will be in gold w/white trim & have the Town Logo & "Parks and Events" printed on them. These will be paid for from the 2007/2008 budget.

Frank R. reported on souvenir items that could be sold at the Snack Shack & other venues around town. It was unanimously decided to order "Pep phones" to be filled with popcorn & sold during events. It was also suggested that we obtain sponsors for seat cushions, frisbees & such for future sales; this was to be referred to Chris Sevick.

It was decided that although the committee members would have shirts, volunteers at events would have lanyard signs to identify them.

It was unanimously approved to purchase the banner signs in the 2007/2008 budget year. Susan D. will check on the location & installation.

Family Festival:

Entertainment: Bands/acts to cease at 2:30

Inflatables: Billy S. turned the contract & invoice in to Irma for payment

Shakespeare: To begin at 3pm. Ivy suggested that we ask Tom Delise for another date rather than the Apple Butter Market Sunday immediately following the Family Festival. She will email the committee with his comments; she may suggest a separate event during the summer or maybe a Friday evening.

Passport concept was discussed and it was decided that wrist bands would be sold at \$2.00 each and would include all events except the Dunk tank, which would be 3 balls for \$1.00.

It was decided that volunteer liability forms were not needed.

Park Maintenance: The sewage issue at Cooper Park was discussed.

Apple Butter Market: It was decided not to sell popcorn at this time. However, Billy Shifflett's wife & son will sell popcorn at the August ABM.

Since Jennifer Kelly is moving out of state, Chris True was unanimously voted as the new co-chair of the Parks & Events Committee.

Respectfully Submitted,

Irma Bast