

## **Special Events Committee**

**May 22, 2019**

**5:30PM, Center Office Building/ 2<sup>nd</sup> Floor Conference Room**

**Members in attendance :** Lisa Beaudin (LB), Sandra Nasto (SN), Kerry Carey (KC), Annie Roscioli (AR), Kevin Filchak (KF) left at 5:55 PM. Marry Dowling (MD) arrived at 6:03 PM.

**Members Absent:**

**Others in Attendance:**

**OPENING OF MEETING:** AR called the meeting to order at 5:31 PM with a quorum being present.

### **APPROVAL OF MEETING MINUTES**

4/9/19- AR made a motion to accept the minutes as written. Seconded by KC. Vote 4-0

3/12/19- SN made a motion to accept the minutes as written. Seconded by KC. Vote 4-0. AR abstained.

### **Updates & NEW BUSINESS**

**Bonfire-Recap:** KF stated that overall the bonfire went very well. Committee discussed ways to improve the next such as additional advertising, more dinner and food options. KC suggested changing the event to a weekend. AR voiced that positive feedback was received regarding a week night activity to break up the week. LB noted the line for face painting and suggested adding another kid friendly activity, like pumpkin painting. KF suggested having the committee set a booth for selling and painting pumpkins with the children. The Pumpkin Patch Committee would be great to partner with.

**Farmer's Market:** LB stated the Farmers Market would like to use funds to buy an additional tent for the market. KF stated the Farmers Market is also looking to purchase a website subscription. KF informed the committee the Farmer's Market had just purchased a shed. KF also provided a financial update; Special Events currently has \$720.00 from STA, \$362.25 from Betterment, and Farmer's Market has \$233.19 left (to be spent on a table cloth). LB mentioned they were also expecting to purchase signs and that they will also have a variety of demos at the market, such as cooking, pottery, bees and more. LB stated the market is looking to be environmentally friendly and reduce plastic bottles and bags and the market could use additional funds for those who are doing demos. MD asked if the demo idea came from other Farmer's Markets.

MD made a motion to authorize AR to purchase lawn games for future events, up to \$500, to include items such as corn hole, hula hoops, kan jam, ladder game, and spike ball. Seconded by KC. Vote 5-0.

LB made a motion to allocate \$580.00 to the Sturbridge Farmer's Market for the purchase of a tent, two signs (1 for chamber, 1 for lawn signs), and a year long website subscription. Seconded by MD. Vote 5-0.

Other Projects: The committee discussed finding a date for a spree day as June wasn't feasible. July or Early August was discussed. AR voiced concern over exisiting events such as National Night out but KC said a weekend, daytime event shouldn't take away from either event. KC suggested a family picnic, MD then suggested attaching it with a scheduled concert on the common night. The committee discussed having a picnic prior to the June 20<sup>th</sup> concert from 3:30-5:30. LB stated she was out of town and AR stated she has no additional hours in June to contribute to an event. MD voiced concerns over parents leaving children and liability, a rule of all children under the age of 18 must be accompanied by an adult was discussed. "Pre Concert Picnic"

### **Old Business**

**ADJOURNMENT:** MD made a motion to adjourn at 6:58 PM. Seconded by LB. Vote 5-0.

**Tentative Next Meeting:** Wednesday, June 12' 2019

**Respectfully submitted,**

**Annie Roscioli, Chair.**