

# WFFF Minutes

*Sugar River Bank 9/12/2016*

Board members and community members present: Ray Martin, Ron Bryson, Bec Bryson, Kristen Riley, Beth Lukaitis, Buzz Whalen, Ben Dobrowski, Patrick McGowan, Joan Saunders, Ginger Marsh, Mike Marty, Sam Lick, Curtis Roddy

## Agenda

- Sophomore class request
- Location
- Brochure status
- Finance
- Crafts update
- Volunteers
- Music and entertainment, rides
- Additional timeline items: electrical, permits, buses, etc

**Next meeting:** Monday, September 19<sup>th</sup>, 7:00pm will be our next meeting.

**Minutes** from August 29<sup>th</sup> were approved.

## **Sophomore class update. Curtis Roddy.**

- Request for the class to set up a bake sale tent and keep the funds, waive fee for the booth in exchange for some volunteer labor. They have made about \$200 in the past, made \$700 one year but typically on the lower range. Similar group makeup to last year. Work the booth and sell raffle tickets or work parking etc. Saturday and Sunday usually better due to athletics schedule. Last year we had 8-10 committed volunteers, some others joined and stayed longer. Average shift 4-5 people for approximately 3 hours.
- Anyone with the students needs to be a district employee with background check. School assumes liability. As long as they do not go door-to-door or selling to a stranger off premise they are ok selling. They are covered for selling in the booth.
- Vote called for. Curtis commits to total 8 hours Sat and Sunday, with 4-person coverage for the full 8 hours. Will be selling bake sale, hotdogs or similar. All in favor.
- Gear Up home school group also requested something similar. They were asking for the CAP building parking lot, but may have gotten other direction from town hall. We need to clarify what is happening with them. Ray will check with Jim Bingham tomorrow morning.
- We need to think about precedent here, we need to firm up our policy to cover these circumstances. The policy will include direct exchange of services for the festival. It also needs to cover the fact that students cannot be taking cash without protection of an organization.

## **Location updates**

- New space is now complete. Drainage worked well during the last storm. May get a little pavement on the hill leading in. Not paving parking area.
- Brian investigated the area. Ray talking with other oxen reps.

## **Other details**

- Ron waiting on Eversource to move power. Irish coming in Thursday, Ron will work with them to make the move.
- Ray will check with Steve Hall on propane order. Also make sure he has hot water tank and other items needed for lobster /chicken tent.
- Ron asking if we can have picnic tent with sand weights on the field. Otherwise we need a spot on the near end close to Odd Fellows.
- Lakes Region tent will do setup, takedown. They will clean if we request it. Ray will reach out to Adam for contact info.
- Gators should be all set, but Adam hasn't got the word on when things are going to be brought up.
- Ray will contact Naughton and Sons about dumpsters. One big dumpster, maybe a small one in addition. Get the same as last year.

### **Brochure**

- Brochure is done. Some have been distributed; more available for people to distribute wherever we can get permission.
- Pulse radio has 70 slots, 60 second each available. 15 live mentions. Interview with Peter Saint James.

### **Financial report. Ginger & Buzz.**

- \$8557 Sponsor income
- \$985 from town donations (covers the cost of mailing plus making money)
- \$510 for farm and field
- \$7425 crafts (was \$8575 last year)
- \$1139 for concessions
- Total 18,536 so far.

### **Volunteers / Parking**

- 17 people signed up for Friday, many from 3-7.
- Monday cleanup 6 people 10-2.
- Next week review job action sheets.
- Two people inquired if we need runners. That is covered by board members, we don't need volunteers for that.
- Ginger will ask women's prayer group to string the booster/raffle tickets.
- Parking at Warner Power should be as early as we can so we can fill that first. Ideally by 7-7:15 am. Earliest at 8.
- One crafter volunteer ready to go at 6am.
- Bank is open from 9-12 Saturday, no parking at the Bank.

- No chicken BBQ volunteers needed.
- Teachers do not need parking Friday. They are offsite.
- T-shirts came in under budget
- One of trash wheelbarrows needs a tire fixed
- May need some traditional cones

#### **Crafters - Buzz**

- Can fit around 10 crafters in the V area in front of Odd Fellows
- Need special marking paint for marking spots. Mike may have some, Buzz will check into this.
- Would be helpful to have a final count of what we have so far for craft spots remaining indoors if any.

#### **Rides / Vendors**

- Ride contract coming this week.
- Food vendors signed up. Jamaican food truck, veterans group, Totally Bananas frozen bananas, Concord Homemade, other potential. We are still accepting food and craft vendors.
- Farm and Field vendors will be up on Kearsarge Mountain Road.

#### **Music / Entertainment / Parade**

- Music schedule is on the site.
- Ronald McDonald asked Ben for a time slot 11:30-1 on Saturday. He could park at the bank and do a meet and greet before the kid parade.
- Lumber Jills were big hit at Hopkinton Fair. Axe throw, log rolling in water. Would be good to investigate this for next year.

Ray made a motion to end the meeting. Joan second. All in favor. Meeting ended at 8:40pm.

Next board meeting will be Monday, September 19<sup>th</sup>, 7:00pm at Sugar River Bank.