

Kingston Days Committee

Approved on: as amended

Meeting Minutes – 4/20/19 – 9am DRAFT

Meeting called to order at 9:14 a.m., Meeting adjourned at 10:37 a.m.

Attendees:

Lynn Gainty, Mark Pearson, Gordon Gainty, Lesley Hume, Dennis Green, Kim Donahue, Joe Schmittlein, Stuart Marcus, David Welch

Lynn Update:

- Press release updates to begin. They will be issued approximately every 2 weeks. They will include items such as an overview of license plates, first kick off on May 11th with Kingston Conversation Commission, and info on monthly events, Kingston Days and the 325th.
- Thursday night – Eagle Tribune attended the Kingston Days meeting and are working on a series of events and will provide stories of Kingston Days over the last years.
- Lesley getting press release ready for baseball on June 29th on the morning.
- Stuart provided a write up to Lynn for the Trailblazers. He will also provide additional information for the history book and provide a press release. Lynn would like more history for the program book.
 - ACTION ITEM: Stuart to provide additional write up for the program.
 - ACTION ITEM: Lynn and Gordon need to decide if this should be part of parade announcement or as a stand alone.
- Mark brought up the use of the Union Leader rather than just the Eagle Tribune.
 - ACTION ITEM: Lynn will contact Angel Jean with Jason Shriber (sp?) contact info at the Union Leader.
- Program Booklet – Lynn has price from TCI Press. Quote for 10,000 books. Moved up advertising and content by 1 month.
 - ACTION ITEM FOR ALL: Any items for the book including write ups are needed by **May 31st**.
- Laser light show – didn't have enough electricity. Tri State Generators will used.
 - ACTION ITEM: Pinical Lasers info to be provided by Lynn to Lesley to contact regarding pictures and blurbs
- Smutty Nose Beer Tent – prepared by Finest Kind Brewery. Dave Grenon and Lynn are working on this.
- Budget update for 325th and for Kingston Days reviewed. Total \$219k and does not take into account any sponsorship money. Trying to leave \$20k in account for the next Kingston Days so we need to work on a few more sponsorships.
- Reminder that this is not tax payer money. Dennis will contact selectmen to discuss concerns/issues to see if there is an opportunity to partner more successfully with selectmen on this event run by volunteers. Oversight for safety and insurance is necessary but it is felt that contract scrutiny is not necessary as not funded by town dollars.
 - ACTION ITEM: Dennis to discuss with selectmen

Gordon Update:

- Parade committee minutes provided from April 15th
- Per Gordon, parade route starts at Chase field, will then go down main street, left onto Scotland Road and take left and end up at Bakie. Parade route to be a U-turn.
- Meeting in June for all details (listed on website).
 - ACTION ITEM: Lesley has to submit an application for the float. It is available on the 325th website and she must send to the PO Box.
- Gordon to put another article in the paper for the applications for the parade.
 - ACTION ITEM: Gordon will contact Susan to send out communication to email distribution list as well.
- Currently, the parade committee has 30 participants and goal is 75. Need to have count finalized to assist with projection of parade time. Trying to do 10-12 but could be 1/130pm.
- Lesley asked about items being sold along parade route while parade in progress. Gordon stated no one is selling anything along the parade route

- May 15th is next meeting and will go through all applications they have at that time. Will determine what makes sense in sequencing events. Right now, there are no animals in parade. Staging details as well with comfort level with parking, starting, and order.
- Working on reviewing stand. Trying to get little to no cost reviewing stand that would be 8x30. Viewing stand is basically bleachers which will be placed in front of town hall.
- Budget will control some of committee's decisions. If we keep at 75 participants and stipends total \$50k all should be fine.
- Made a lot of progress – need more participants but feels they will have last minute applications as the date approaches
- June 26th at Town Hall the parade safety committee meeting
 - ACTION ITEM: Gordon to provide Lynn with PO for stipends. Also needs W9s for everyone asking for stipends.
- Lynn provided Gordon NH Patriot Riders card to discuss motorcycles in parade
- Also provided info about Isaac at ALL AMERICAN Assisted living
 - ACTION ITEM: Gordon to do write up for parade. Lynn gave guidance that Gordon can provide info on every participant on the parade. Lynn stated that he could have about 4-6 pages

Lesley Update:

- Lesley provided handout with details on Historical Committee
 - ACTION ITEM: Lesley to provide write ups for program books to Lynn
- \$23,450 or the \$25,000 budget has been used.
- History Book has selectman's approval. Lesley needs everything for book by middle of May. Wants final editing done by June. Book won't be available at Kington days but will be taking orders to deliver by Thanksgiving. We had to change original book designer which has caused this delay.
- Cost of book is TBD. Selectman have asked for cost of book to be increased. Cost of under evaluation right now.
- Mark has provided some more feedback and is requesting to know when the final decisions are made with what he provided.
- Morning event with baseball will align nicely with the Volunteer Firefighters event on June 29th.
- Civil War Camp out will take place on the 2nd and 4th.
- Museum will be open 1-5 on the 3rd.
- Museum will be open 9-4 on the 4th.

Kim Update:

- Calendar of events reviewed (flag background)
- Dennis asked for dates of meetings
 - ACTION ITEM: Kim to email Dennis schedule of meetings
- Selected the draft with the bright flag background and the black/white grids as they were easiest to view
 - ACTION ITEM: Lynn to send draft to Angel Jean and paper for review and input
- Lynn updated with information regarding locations
 - ACTION ITEM: Kim to add Sandborn Regional Middle School play to the calendar of events on 08/04

Mark Update:

- Church Service will be held at 8am on Sunday on both weekends
 - ACTION ITEM: Mark to provide write up on church series (big tent area 2)
- They are still meeting to discuss details around music and services
- Paperwork to be submitted so Lynn can update insurance policy for the tent
 - ACTION ITEM: Mark to complete paperwork and send to Lynn. Also, to provide write up for colonial service and have Elaine provide ad for booklet.
- Mark had reached out to Governor. He only books 30 days out. Mark mentioned that this is a 325th anniversary and asked to be put on schedule. Flagged in Mark's calendar to talk to him a month prior. Shall he march? Be on reviewing stand? Speech? Determined reviewing stand and remarks.

- Mark has 2 senators and 7 reps – do they march? Can they have their campaign sign be held as they march? Gordon said that they can participate how they want in reviewing stand, be in vehicle, be marching on foot). Lynn offered to coordinate with cars if needed.

Joe Update:

- Joe is looking for pictures for website
- Lesley and Joe discussed pictures from the museum which can be scanned
- Scanned pictures from Lesley to Joe
- First page of site has about as much content as he can fit (1 more section may be available)
- Discuss mugs and other items to have for sale
 - **ACTION ITEM: Joe and Lynn to discuss with Victoria Hayes what should be ordered**

Dennis Update:

- Helicopter ride has not been eliminated. Lynn had provided overview to town. State Park won't allow us to launch. FAA approval was needed and then we would need to secure Chase field. Still need to determine which weekend.
- Dennis has figures for signs from 3 different printers
 - Capitol Copy – charging for color and stakes
 - Hampstead Print and copy – appears to be most reasonable quote
 - Hippo prints & King Graphics
- Hampstead Print and Copy was selected. Need to determine if we have only outward facing signs or signs printed on both sides.
 - **ACTION ITEM: Dennis will provide ideas for signs to Lynn.**