

Kingston Days Meeting 9/27/2012

Meeting brought to order at 7:00 p.m. EST

In attendance:

Members: Charlie, Bettie, Kathy, Robin, Joe, Kelly, Holly, Lynn, Gary, Barbara, Russell, Philip

Visitors: Nancy Griffin, Charlotte Vinciguerra, Carol Briggs, Rick Korn, Bruce, Ruth Alberts

Ruth Albert's Update: She brought a check over to give to Robin, discussed all the problems she encountered with the vendors and stated that it had been the first year it ever happened.

Flea Market vs vendor side, started at the far end, the first three were the crafters, only has list of who has paid – Holly said she forgot to give her the list.

Action Item: Next year check list will contain a note to provide a list of all vendors, crafters, flea market (with contact information) to the entire committee.

One of the flea market folks took 3 sections across at the end of the flea market - Ruth asked his name and he said he already paid. Said he paid for 2 days.

Action Item: Need more specific information on the flyers for flea market vs craft fair, need to be very clear on the difference between the two, days that you can attend/pay for and what the guidelines are. Need someone to check them in – no more honor system, if we put a table out and have someone check them in and confirm payment. Saturday money goes to the Museum from Flea Market, Sunday is for the Crafters and money goes to Kingston Days.

Ruth said that they rented 62 spaces in 2012 had 92 in 2011. Price was a factor by some people, this is the first time we raised the prices.

Action Item: Move crafters back where they were on the Band Stand lot and leave the Flea Market in another section. Signage for where they are located is required, by the children's section across from the church.

Kelly Thompson-Greeke Update: Vendors except for Fried Dough guy, everyone said that they liked their spaces. Food vendors appreciated her trying to not move the same type in a row and not near the Porta potty. They feel Friday night is a waste of time, a lot come in on Thursday, they were annoyed by the weather for the 2nd year, lay out caused less electrical issues. Price increase was an issue. The loved the roaming railroad – people got off the train and could go to places. Kelly is resigning from doing the vendors for 2013. Whoever takes over Kelly – she will help during the transition, the time to do the job well too more than she thought. In her folder there is a list of which attended 2011 and 2012, has who needs electricity and who does and the layout. She said non-profit calculations were done well, the payments all came in. The other challenge was Vertical Entertainment, she started phones call weekly in January, didn't have payment until the week before. Fee set changes will be non-issues for 2013. This group paid \$700 and paid \$400 the year before, the fee was more in line with a 52 x 52 space. He got

additional savings; if we charged the actual cost it would have run approx. \$800. The change in the energy of the place changed with him being moved, he is the only ride, they do well on Friday night. He lost money because the fireworks were delayed. All the vendors were down this year because of the weather and the fireworks not going off.

Action Item: A survey or questionnaire would be a good thing, offer a discount if you filled out the questionnaire. It would be a great way to contact them for the new person taking over. Exclusivity clause in the food, maximum of 3 doing the same thing. There is a restriction in Taste of Rockingham, but the contract is hard reading. Thursday is the time to lay out the spaces with Rich St Hilaire and vendors shouldn't show up before Friday morning (many hours to plan the layout), had 38 vendors, same amount of vendors as the year before. VFW left at the last minute they plan to come back in 2013 and work on the Bingo, need to be aware of the fee structure and the licensing (Mike Dostie).

Last Minutes: Delay acceptance of the last meeting minutes and resends them; email list is being updated and will resend the last meeting with these minutes.

Treasurers Report: Net Income \$2,535.81 9/27/2012 motion to accept the Treasurers report and file it for audit made by LG. Motion carried.

\$720 for Crafters Revenue

\$225 for Yard Sales Revenue

\$7,245 for Vendors Revenue

Action Item: Drink issue – in the policy and procedure booklet it states that there are not to be any duplicates, Village Market will not sell sodas in the future. Kingston Days makes money off the sodas, usually brings in approx. \$900.00

Village Market should not be in Taste of Rockingham, not a restaurant, however let the minute's show that we had an open space and they filled in. Leftover food was distributed to pantry at St Fredericks.

Charlie says we should communicate more about how to work with restaurants in the vicinity of the plains during Kingston days so we don't compete.

Carol and Rick Corn volunteered to do the Taste of Rockingham – bring back the soda and Carol will bring back her volunteers. Better opportunity to put more restaurants in the area; maybe run some contests within in the tent, better press coverage.

Taste of Rockingham: Brought in \$770.00, had 12 applications and 3 showed up.

Sunday breakfast took a hit – church got over at a different time, we need to communicate that they should finish church service at 9 a.m. They fill the tent between 7:30 and 8 and are done by 9 a.m.

Better delineation of signage where the food is vs the water, put it across from the volunteer tent.

Phil – food tent, inventory before and after (2 year ago they made 20 trips to Sam's), scaled back food during the rain out 2 years ago, sales are down, idea is not to be open for as long, can scale back or go get more food. Hours should be from 7-2 in the food tent to cover breakfast and lunch. Friday \$500, Sat \$2725 and Sun \$3000. If we keep the same format with restaurant and Taste of Rockingham would have dinners, if they know that the breakfast/lunch food tent closes at 2 p.m. Leave the water/soda portion open.

Reduction in Costs Discussion:

What reductions can be made in overhead? Entertainment, DJ and sound guy can there be any cost reductions?

Raffle – Auction we had less items – and Ed left the committee so we had more due diligence to bring in more raffle items. Advertising revenue was down, can we expand our coverage.

Need to attract with vertical draw, water slide, trains, high striker or dunk tank. Bring a fire truck on the plains and the little fire engine.

Entertainment – Nancy Griffin's group did entertain this year (Hawaiian), she made note that she will be helping Russell with the entertainment foot work and coordination next year. Russell did a great job but it was a lot of work.

Overall numbers were down in attendance, we need to attract more people. If you keep them active with things to do they will get hungry, bring in more physical attractions. Slip and slide, dunk tank, squirt guns, WI tent activity (virtual tennis). Game Stop – but please note we need more electricity and possibly internet for this type of vendor.

Taste of Rockingham: Start now start working on restaurants to fill in, Carol and Rick volunteered to chase them.

Russell Prescott: Robin said she would work with Russell on the contract – not on the schedule officially until they send a contract. Nancy will be helping Russell in the future. Entertainment expense overhead needs to be reduced need to review the details. Brainstorm who might want to be a part of the act for less than \$300, battle of the bands (Sad Café). Big band was good for \$800. If we spent the \$5000 toward a big act people would know what do we think of that? Vocalist to come in for a few hours on Saturday? More advertising, how about a talent show where people sign up with a talent and we have local celebs judge, will bring in people and their families.

\$2,700 is the DJ (Jack 3 days is \$1200) and the sound guy (Walter days \$1500), there was money given by the Rec Committee to sponsor some of the kids acts. Fran Paglessi (\$500) did DJ the car show and could have done the rest of the DJ portion. Idea is to have 1 day for acts that have their own equipment, and the 2 days could be the bands with the major sound system. Purchase a PA system for announcements only – need to know which new acts to contact - Nancy has volunteered to help Russell, the weekend went well. Russell is happy to provide the DJ type of work with a script.

Photos posted where? Gary to check with Cathy at town hall and his son.

Barbara Kuznicki 603-643-6216 kingstondays@yahoo.com does the programs, communicate via emails.

Horseshoes were great, Charlotte had no issues and she would like to join the committee as a member.

Raffle went well, Michelle Morrier helped to gather items, Michelle, Lynn, Cheryl Gagnon and Kathi worked the volunteer booth and raffle area. Volunteers were helpful, kid's games poor turnout. The kids had fun that did play, bingo was missed, and dunk tank was missed. Bikes on the plain – discourage – animals are allowed on the plains with notes not to go into the tents. Bruce will make signs for the tents that say no dogs.

Raffle winners were named and the gifts were listed on the web site. Newspaper article on who donated and who won, post on the web site. Need to give a slip that they won something and a deadline with expiration date. Winning ticket had phone number, call here to get your gift. Gary and Charlotte called the winners and gave the raffle items.

Cheryl Gagnon (and husband), Gordon and Matt Gainty worked the pie contest, it went well.

12 Steering Members, Sept is the month for nominations:

We need to nominate a Chairman and 10 members positions (we have 2 openings), will nominate during next meeting.

Natasha Little wants to be on the committee – does engraving on the doors – suggest she be an Alternate.

Phil is an alternate – motion to make him a member Robin 1st and Lynn 2nd and discussion, motion carries. Charlotte motion to make her a member – motion to member Kathy 1st and Robin 2nd – motion carries. Make Barbara an alternative for the programs – Joe 1st, Kathy 2nd no discussion, motion carries – Gary to tell her. Bruce Anderson nominated to be a member of the board – Cathy – Lynn 2nd the motion. Discussion on the motion. Motion carries.

Nancy as an alternate – motion for Nancy Griffin – Lynn 1st – Joe 2nd, motion carries.

Policies and Procedures: Distribute a copy and make official from last version Nov 1997, Carol Briggs will help Lynn with the updates.

Improve the communication and include the alternates and the volunteers.

Lynn to handle the notifications to Cathy of the alternates and the appointment papers.

Need a full voting body to nominate a Chairman, third Thursday in Oct is the 18th.

Check on Kathy being sworn in. Lynn motions that Kathi Kelly, Charlie 2nd, motion carries.

Charlotte Vinciguerra, Bruce Anderson, Phil Basiliere, Kathi Kelly as members

Barbara Kuznicki and Nancy Griffin Alternates

Motion for Charlotte to take over the vendors – motion from Gary 1st and Joe 2nd, motion carries.

Holly said we need face painting and clown for the kids. Mr. Goslin got paid for this. Sand art is a suggestion. Photographer didn't show up for the parade; need to review the pictures for the web site and the next year's program.

Action Item: Make a list of where photographer needs to go and at what time.

Action Item: Remove the lights in the souvenir booth – too many bugs, sell till dusk and shut down.

Action Item: Bruce needs lights for the high striker.

Motion to adjourn by Joe, Betty 2nd the motion.

Conduct elections next month, meeting adjourned 9:15 p.m.

Lynn Gainty