

## **Kingston Days Committee**

### **Approved - Minutes 6-20-2013**

Meeting called to order at 7:08 pm

In Attendance: Charlotte, Nancy, Leslie, Joe, Robin, Judy, Bruce, Carol, Holly, Kathi, Lynn, Rick

Discussed the minutes from the last meeting, last line the kidney shaped bench changed to bench, changed crafter. Motions by Charlotte, 2nd Lynn, voted, minutes are approved.

#### **Action List:**

Raffle – Rick dozen or so items for raffle, Kathy has the list of item, we have raffle tickets and banners to decorate, will use last year's table covers.

Bench – Robin has information from Barbara, we need to decide with what the bench will have engraved, on hold at Landscapers for \$425, once we give Barbara the information she will contact the town and they will lay the footing for it to be secure. Request was to place near the gazebo and we need to mention to Rich, engraving will be more of a cost, engraving may be late for the presentation but will be done. Holly mentioned; Bettie C Ouellette – In Appreciation - Kingston Days Committee (3 lines) Robin motion, Charlie 2<sup>nd</sup>, motion carries.

#### **List of events – open issues:**

Guy with race car track - we decided not to use him.

Nancy has provided list to Barbara for the program book.

Maximum Velocity is all set (Joff); he would get with Joe and go see the space. He is going to do three shows throughout the day on Saturday; he will be on Merrick access road in front of Clark's. Joe will block off the area for the show early.

Misting tent – Joe says we don't need a filter, Larry Middlemiss believes the water needs to be tested, doesn't believe it will be harmful; they are usually placed on a hard surface instead of the grass. We still need to determine where it will sit, need a pop up tent above it. Charlie and Bruce will help Joe with set up, need to find more people to help him get ready.

Placement of events; Bouncy house near the bingo tent and place the misting tent near that area.

Discussed the program schedule Friday night is bands, fireworks, poker, face painting – Barbara now has the detail for Friday.

Gary – ads update; we have 47 paid, 51 total, we are at same level as last year. Most who aren't participating are not in business this year, there are a few new businesses and some expansion for larger ads, \$6,630 in paid advertising committed to us to date.

Tarot card reader will be near the bandstand, she sent an application to Charlotte. She may need to be in the vendor section 10 x 10 space, Nancy may have a tent that she can use.

Treasurers Report – Robin uses a receipt book when money is received, she gives the money to Cindy at Finance Dept. and deposits are made – make motion to file the treasurers report – Lynn Motion – Bruce 2<sup>nd</sup>, motion carries to file for audit.

Charlie has vendors who show up in the motorcycle show to advertise their business. He donated money to the Wounded Warriors fund last year - \$110 fee for Kingston Days. This year he will give them a form and the money will go to Kingston Days.

Robin – each group will have ribbons, Robin has them to distribute or they will be in the volunteer tent.

Judy is ready to pick up the sweatshirts and shirts, all balloons have been ordered, still need to drill the hole in the booth. Staff shirts have been ordered per Robin.

Natasha requested that one of the porta potty's near the horseshoes be moved over a little way because it was in her neighbor's yard, porta potty placement needs to be on the right side of the horseshoes.

Bruce needs one to two more personalities for high striker and tp roll through, need personality for raffle selling.

Charlotte has 15 vendors paid, there are 11 coming in, so approx. 25 paid vendors, start on the layout. Charlotte will work on the layout. Robin spoke with the guy from Kettle Korn he will participate.

Natasha's update, she doesn't have the schedule of entertainment, she needs it for the Facebook update. Barbara will update the web site. Leslie will provide update to Natasha and we are getting volunteers from Craig's List.

Charlie is getting letters for the signs on the dates for Kingston Days, he will work with Lynn.

Carol says no issues with Taste of Rockingham.

Leslie has 26 crafters, 20 have paid, there is one Farmers Market participant, and Natasha has communicated with them. Leslie needs to know more about the layout.

On Thursday night we set up the spaces, chairs, we mark out the space on Friday with the 10x12 spaces; they check in, they set up their tents Friday night and are there for Saturday.

Phil's email update: his plans are on schedule, email sent out to volunteers, dumpsters ordered, gas requested, food orders will be made. He has said it is his last year to do Kingston Days; he should be able to get to the next meeting. He may want to be an alternate for future years.

Holly update, needs more puzzles for adults and at least one judge.

Ralph is all set.

Bruce has question about Sunday night; we should all work to take down the chairs, tables and empty out the tents Sunday night. Volunteers are needed Friday afternoon and Sunday night to close down the spaces. Charlotte will be working with a non-profit group that will help with tear down.

Sign-up sheet for Sunday night at 4:30 to 6:30 p.m. to tear down.

Roger Clark to use the community service people; Lynn check to see if they are coming.

Charlie will check with the Veteran Riders to see if they can help with the breakdown.

Charlie will be working on getting the signs up early this year to get people to start thinking about attending Kingston Days.

We will have a meeting July 18<sup>th</sup> at the Library, then August 1<sup>st</sup> we will be on the Plains.

Need to distribute the programs – Gary will send an email and lists of distribution by person. Pick them up at the Town Hall Kitchen and distribute.

Richard Johnston is 8 Elkins Rd, Kingston – service is Saturday at 2pm – donation from the committee to Cancer Society – formal cover letter from the committee with the donation.

Bruce Anderson address is 5 First Street, Kingston – donation to the Colonial Populand Residential in Fremont, PO Box 101 Fremont, NH 03044 – formal cover letter from the committee with a donation.

Motion to adjourn from Gary, 2<sup>nd</sup> Lynn – all in favor. Motion carries meeting adjourned at 8:40 p.m.