

# Kingston Days Committee

Approved on:                      as amended

Meeting Minutes – 4/18/19 – 7pm DRAFT

Call to order at 7:02pm, Meeting Adjourned 8:36pm

**Committee Attendees:** Charlotte Boutin, Carol Carbonneau, Reecca Moreno, Kim Donahue, Lynn Gainty, Joe Schmittlein, Charlotte Vinciguerra

**Guests:** Kathy Radford (photographer), Eric Smith and Tony (NH Patriot Riders regarding bingo), Joy Baker (freelance writer for Eagle Tribune), Issac (Executive Director of All American Assistant Living on 125)

## **Motions:**

- Motion to accept minutes from 03/21 by Lynn. Charlotte second. Vote: All in favor and motion passed
- Motion to accept treasurer's report from Lynn. Carol second. Vote: All in favor. Motion carries and will be placed on file.

## **Eric Smith update:**

- Bingo Update and Motorcycles for Parade discussed. Eric Smith and Tony were in attendance representing the NH Patriot Riders. They will be handling the bingo and it will be 10am-4pm on both the 27<sup>th</sup> and 28<sup>th</sup>.
  - ACTION ITEM: Kim, Rebecca, and Joe to add Bingo to schedule, calendar of events and website
  - ACTION ITEM: Eric to write up Bingo for Lynn for PR and for program book
- Soda and water to be sold inside tent
- No raffle tickets to be sold during the game
- Warranty article submitted by Lynn to allow for bingo to be played in town
- Discussion around motorcycles being included in parade. Eric stated he should be able to gather up some folks.
  - ACTION ITEM: Lynn will provide information to Gordon to contact Eric
- NH Patriots riders sponsor the motorcycle show and bingo and they contribute 10% to Kingston days and the remainder goes to Veteran's

## **Lynn update:**

- \$1,710 license plates sold
- Treasurer's report reviewed with group as well as schedule of events
- Advertising due a month earlier as Lynn wants to hand out program books at the brew fest on June 29<sup>th</sup>.
  - ACTION ITEMS: Lynn needs write ups from all ASAP
- Question asked as to when set up will be this year
  - ACTION ITEM: Lynn needs to decide and communicate which night we will be setting up. Thursday or Friday?
- Tri state generators will be used for laser show. Lynn's contact is Steve. Lynn receives formal quote on 4/19/19 but was due to save \$1,500.
  - ACTION ITEM for Lynn and Joe. Discuss with Victoria to order hats, t-shirts and sweatshirts
- PERMIT
  - ACTION ITEM for Lynn: Need Permit for the Civil War/Militia to have fire on plains in area #3
- Calendar of events needs to start to be plotted and drafted
  - ACTION ITEM: Kim to plot most recent schedule and have available for Saturday meeting on 04/20/19
- TCI Press is providing Lynn with quote. The book will be the smaller commemorative book to put in pocket (similar to the 275 and 300<sup>th</sup>) ½ in color and ½ in b/w. Plans on having back from printer no later than June 28<sup>th</sup> at town hall so they can have at beer fest. 10,000 being made.
- Valet service to do parking at all 3 locations
- Security done
- Permits are done
- Joy Baker from the Eagle Tribune asked about monthly events

- ACTION ITEM: Lynn to email Eagle Tribune some information and fun facts about prior celebrations and Kingston Days
- ACTION ITEM: Lynn to email Angel Jean's with Joy's contact information

#### **Carol update:**

- Vineyard and Wine Tasting Update
- Carol – taking state class Mass 1<sup>st</sup> for liquor server.
- 3 vineyards participating
  - ACTION ITEM: Carol will design flyer for program book and will send by end of next week.
- Wine tasting is sponsored by the Y from camp Lincoln. Then this committee donates 2 weeks of camping as a scholarship. Verifying price of scholarship as it is believed to have increased.
- Prior year there was a woman who sold cheese and feedback provided that this was well received. Suggested we reach out to her to discuss again and maybe this time she can charge for the cheese and cracker plate.
  - ACTION ITEM: Carol will reach out to her to discuss.

#### **Charlotte update:**

- Has all applications out for the vendors and has the liability forms as well
- No additional update but will be reaching out to vendors this week
- Corn hole (27<sup>th</sup> and 28<sup>th</sup>) and horseshoes (3<sup>rd</sup> and 4<sup>th</sup>). Lynn's son will volunteer to cover Corn Hole.

#### **Joe update:**

- Website is back up and running. Glitch earlier in the week
- 400 hits on website this week and 100 forms downloaded (flea market, yard sale, advertising and parade)
- Discussions around additional trinkets around mugs. Joe has a contact with a promotional outfit. Holly knows what sold last time and what didn't sell. Recommends functional items such as travel mugs, coffee mugs, etc. Per Lynn – has about \$10k for trinkets.
  - TAKEAWAY: Joe/Lynn to contact Holly regarding what sold prior to determine type of order to be made.

#### **Kathy update:**

- She has schedule of events to plan the photography
- Lynn asked to be sure to capture pictures of wine tasting, bingo, motorcycle show, car show, & entertainment
- Kathy is looking for other volunteers to assist with the photos

#### **Rebecca update:**

- Rebecca suggested to have several sheet cakes purchased from BJs and have pictures placed on them with Kingston logo in center. Then cakes can be aligned together to appear as one giant cake.
- Carol asked if we needed a DJ to fill in at all.... Second Sunday.
  - ACTION ITEM: Carol will obtain pricing for 2 hours slots and provide quote to Rebecca for further consideration.

#### **Isaac from All American Assisted Living:**

- Isaac from All American Assisted Living asking about sponsorship. Philharmonic still needs sponsorship for the \$15k.
  - ACTION ITEM: Lynn to email info to Isaac as to what sponsorship is available and the cost associated with each item.
- First or second weekend – the assisted living center could have a table if they sponsor and be included in advertising information.
- Isaac mentioned the possibility of the parking lot being used
  - ACTION ITEM: Lynn and Isaac to discuss use of parking lots in greater detail