

# MINUTES

## Kingston Days Committee

Date | time July 20, 2023 | 7:00 PM | Kingston Town Hall | *Meeting called by* Stacy Dion

### Attendees

#### Steering Committee Members

Stacy Dion, Chair | Becky Santos, Vice Chair | Kathy Walsh, Secretary | Greg Santos, Treasurer | Laurie Szwed, Select Board

#### Committee Members

Charlotte Boutin | Lesley Hume | Stacy Gray | Courtney Deschenes

1. Call to order at 7:08
2. Old Business

- a. Placement of events and activities

Committee reviewed the placement of activities in Field C and Field D. The maps will be updated to show all activities at scale. We will need to confirm the space requirement for the following item: Axe throwing, Carriages, Selfie Station, Picture Booth, Corn Hole.

The Touch a Truck has been moved from Field B to Field C. This will cut the vendor area in half leaving about 64 spaces. This will also open up a large space on Field B. It was suggested that the Bike show may want to move to Field B since there will be more space.

**Action Item: Stacy G. to speak to the bike show to determine if the space on Field B will work well.**

- b. Program and T-shirt Update

Lesley updated the group that the program company she talked to only worked for the Catholic Church. We will continue to look for other printers to get quotes.

Stacy D. brought examples of the souvenirs that had been previously purchased. There are 18 hats, 29 Sweatshirts (various sizes), 40 325<sup>th</sup> Anniversary t-shirts, 12 youth t-shirts, 7 V-neck t-shirts, 10 short sleeve t-shirts, 5 long sleeve t-shirts, 29 tote bags, 24 mugs and 12 can insulators.

The committee determined that these would be sold at Kingston Days. We will also look to get a few quotes for volunteer t-shirts.

**Action Item: Stacy G. and Charlotte to get t-shirt quotes.**

c. 5k Update

Currently, Jenn has two confirmed silver sponsors (\$500). She is working on a gold sponsor and a platinum sponsor. The 5k is scheduled for Saturday September 8<sup>th</sup> at 8:00AM. The committee discussed that we will need to have sponsorships to cover the entire cost of the 5k.

d. Bike Show

Stacy G. to get the details of the Bike show. Who can participate and what kind of bikes can participate?

e. Scarecrow Contest

Becky is to determine the number of trees that will be used for the Scarecrow Contest and all the rules that will go along with it.

3. Sub Committee Updates

Treasurer: Greg reviewed the current budget, money received and projected income. Currently we will need to raise an additional \$1250 to break even.

Logistics: Glen met with the Town electrician this week. In order to put in the three outlets that we are looking for it will cost between \$1000 - \$1200. The electrician also noted that a few of the outlets may need to be replaced. Laurie will bring this up to the Select Board to determine who would should be paying.

Social Media/Publicity: Stacy D. both of the Kingston Days Facebook accounts are attached to a Meta Business Suite. We need to double check that we have administration access to the Business Suite. Carriage Towne News has reached out involving advertising for Kingston Days. The cost to advertise will be held to the same amount as last year (\$900). We will also be creating an advertisement to place on the town cable network.

Activities: Grilling Contest; The activities committee is recommendation the removal of the grilling contest from the Activities schedule. Motion to remove the grilling contest by Becky. Second by Laurie. Seven in Favor. One opposed. Motion passes.

Baking Contest: We have not heard back from the person interested in running the Baking Contest. Motion by Stacy to remove baking contest if we have not heard back by Monday. Second by Greg. All in favor.

Food: Looking for two more food trucks. The Hot Dog Lady is interested in attending.

Entertainment: Applications to collect information are going out to the groups that are interested in attending. Looking for availability and cost. Scheduled will be locked down by August 17<sup>th</sup>.

4. New Business

State of New Hampshire has issued our permit to use the State Park for parking. The cost will be \$200.

5. Motion to approve Minutes from 22Jun2023. Made by Becky. Second by Greg. All in Favor

6. Motion to approve Minutes from 13Jul2023. Made by Laurie. Second by Becky. All in favor.

7. Adjournment 9:25PM