

## Economic Resource Committee Minutes June 20, 2017

Present Curtis Hunter, Earnest Levesque, Kyle Pratt, Deb Shelby, Sue Sinnamon and guest Ed Sinnamon

The meeting was called to order at 6:06 p.m.

**Public Comment:** There was none.

**Additions/deletions to agenda:** Facebook page, Date to look at facility at Bolton Valley, ERC Website

**Review minutes from last meeting:** The minutes were reviewed and Sue noted a small “typo” change that needed to be made in the last sentence changing “5 fun things to do with adults” to “5 fun things to do with kids”. Curtis made a motion and Earnest seconded it to approve the minutes with this minor change. All were in favor.

**ERC Website:** Deb informed the committee that she has updated the information and it is now current.

### **Bolton Community Fair**

**Facebook Page:** Kyle informed us that the Bolton Community Fair Facebook page had been created. It is blank and he is looking for input from the committee as to what to post. It was decided that pictures of last year’s event would be a good start. Members of the committee who have pictures will send him them and he will post them on a weekly basis as well as any informational updates.

**Tour of Bolton Valley Facility:** This Saturday, June 24, at 11:00 a.m. Deb and Sue will be looking at the facility at Bolton Valley that we will be using for the Bolton Community Fair. Anyone on the committee who would like to come is welcome.

**Notice for Bolton Gazette – July issue:** The July issue will focus on inviting Bolton businesses to sign up for a free table. Curtis will create a short paragraph and email it to us within the week. In August we will invite anyone in the surrounding

community to sign up for a free table. The September issue will focus on the event as a whole; especially the fun events that will be part of the fair.

## **Homework**

### **Identifying local businesses to participate – based on last year’s list – Deb and Sue:**

Deb and Sue got together and looked at last year’s participant list and our master list of Bolton businesses. Sue will write a letter to mail/email to last year’s participants inviting them again to participate as well as another letter to Bolton community businesses who did not participate. Deb will send them out and follow up with phone calls. It was decided by the committee that since this was a community event we would also invite the wider community (neighboring towns’ business) to participate, giving first option to Bolton businesses. Earnest will collect business cards from the Richmond Farmers Market and Deb will check out other markets to solicit participants. Curtis is working on a pamphlet about the event to be distributed community-wide.

**List of businesses to provide raffle items:** The committee decided to limit the amount of raffle items to between 5 and 10 items and to pick a ticket approximately every half hour depending on the amount of items/services donated. Deb will ask Bolton Valley and Bolton Golf Course if they would like to donate again. The money we receive from the raffle will be divided between the senior dinners and the fire department.

**List of businesses to provide goodies – free food, cups, plates, etc.:** It was decided that this year our “free” food items would be coffee, water, cider and donuts. Curtis and Earnest will take care of finding businesses to donate those items as well as cups, cream, sugar, stirrers, napkins and any other paper goods needed.

**Fun things to do with kids:** Kyle will handle coming up with games for kids.

### **Other items for the Bolton Community Fair:**

The committee will write a letter from the Town to give to businesses who donate items for the Bolton Community Fair. Curtis suggested that it should contain information about the advertising they will get for their business by donating as well as serve as a receipt for tax purposes. We will ask Amy to copy it for us.

Earnest knows someone who can make t-shirts for the committee members and volunteer helpers so vendors and attendees will know who we are if they have questions. The majority of us felt that neon blue would be a good color.

Deb reviewed “homework” assignments with the committee members.

Curtis: He will write letter for Bolton Gazette about what the event is about with the focus on soliciting Bolton vendors and asking them to sign up by the end of July.

Earnest: He will attend Richmond Farmers market and get business cards of potential vendors Deb/Sue can ask to be part of the Bolton Community Fair.

Sue: She will write a letter to last year’s vendors asking if they would like to be part of the Bolton Community Fair again and a second letter asking Bolton businesses who did not participate last year if they would like to be part of the Bolton Community Fair this year. She will send Deb approved minutes for the May meeting and write up this month’s minutes. She will attend the meeting at Bolton Valley on Saturday at 11:00 a.m. to look at the facility for Bolton Market Day this year.

Deb: She will contact Bolton Valley and Bolton Golf Course to see if they are willing to again donate a raffle prize. She will attend the meeting on Saturday at Bolton Valley. She will send Kyle pictures she took of last year’s “market day” that he can put on Facebook. She and Sue will work on a Survey Monkey Form for businesses to sign up on-line for the event.

Kyle: He will update the Facebook page with pictures and information about the Bolton Community Fair. He will work on coming up with age-appropriate games for the kids.

Evan: Deb noted during the meeting discussions that Evan, who was not able to attend tonight, would be helping with public relations for the Bolton Community Fair.

A motion was made by Curtis and seconded by Sue to adjourn the meeting at 7:50.

Respectfully submitted,

Sue Sinnamon