Economic Resource Committee Minutes August 7, 2018

Present: Curtis Hunter, Earnest (Chip) Levesque, Deb Shelby, Sue Sinnamon and Allison Smith. Guests: Johanna Arnott and Ed Sinnamon

1. The meeting was called to order at 6:02 with a quorum present.
2. Additions/deletions to agenda: Curtis would like to add viii. Acknowledgement Posters and Allison would like to add ix. Logistics.
3. Public Comment – None
4. Approval of Minutes – A motion was made by Allison and seconded by Curtis to approve the July 2018 minutes as written. All were in favor.
5. Appointment – Robin Katrck – RiseVT - Johanna Arnott is representing RiseVT. She said that Robin needed to be sent any invoices that we were requesting grant money pay. Robin needs four volunteers to help her run the games at BCF. Curtis said he would find some. Johanna passed a possible list of games out to us and the committee decided on Bowling, Plate Race, Hoola Hoops and Limbo. Robin is still working on outreach with the UVM Marketing Team for advertising for BCF. Robin will contact us with what they are doing so we can share it with people.
6. General Business
   a. Community Fair updates final date
      i. Date for Community Fair – Sept 1 – Labor Day Weekend 10-2
      ii. Disc Golf Challenge (Vista Beast) and then music to end the evening. Chip will ask Ethan who they are.
      iii. Banner to hang in town – We have decided not to have one.
      iv. 3 Signs Update – Curtis reported the signs are done. There is one in Richmond already out. The one in Waterbury will be put out two weeks before the event. Curtis will put the third one out shortly either at the bottom of the hill or at Amy Grover’s house.
      v. List of local businesses – As of today Allison has 30 commitments. She has been using three lists to contact vendors: 2016, 2017 and the Bolton Valley Winter Market List. She has also posted two or three times on Front Porch Forum. She is planning on making one more reminder contact to those she hasn’t heard back from. Deb will check town committees to see who will be participating. Deb is planning to go to the
Jericho market to solicit vendors. Leah from RiseVT has sent an email with info about BCF to Richmond Farmer’s Market participants.

vi. **Business Donations** – Curtis handed out a list of businesses he and Chip have been contacting for donations. They are making good progress in securing donations for prizes. Deb said she would like us to have a goal of making $600 between the three major raffle prizes and the Silent Action. Ethan has raffle tickets. Chip will get them from him. We need three big boxes to put the tickets in. Curtis will follow up on getting t-shirts for the volunteers.

vii. **PR plan for business and then for Attendance** – See 5. and v.

viii. **Acknowledgement Posters** – Curtis would like to ask Natasha to make posters to display during the BCF acknowledging different people who helped put this event together. These would include one for Raffle Donations, one for Silent Action Donors, one for BINGO prizes and one for RiseVT. The committee agreed it was a great idea and we discussed putting them on the wall at the foot of the stairs where they would be visible to the public.

ix. **Logistics** – Allison would like to send a communication email to the vendors. The committee decided we should be there at 8:00 a.m. on Saturday to start to set up and have the vendors arrive at 8:30. Most of the vendors are bringing their own tables but we estimate we will need 10 more. Allison will contact Josh to see if Bolton Valley has them. Chip and Earnest will contact Anastasia to be sure the doors are open. Chip will ask Ethan for four volunteers to help on Saturday morning. We will want to have their names and phone numbers. Deb asked this to be done by the end of this week. If she has to secure tables from Smiley School she needs two strong persons to meet her at Bolton Valley at 3:00 Friday to unload the tables into the facility. Chip will be sure she has them.

b. **Gazette Article for September** – Since it will come out the day of the BCF we will not have one but Curtis will work on one for October letting people know the highlights of the BCF.
7. **Communications** – Chip will be in charge of making sure we get our agenda out on time and follow the rules regarding town meetings.

8. **Agenda for Next Meeting** – We will have a debriefing of the Bolton Community Fair. We will meet September 19 at 6:00 at Sue’s house at 585 Notch Road.

9. **Adjournment** – A motion was made by Curtis and seconded by Deb to adjourn the meeting at 7:30 p.m. All were in favor.

*These minutes are not official until approved by the committee and signed.*

Respectfully Submitted by Sue Sinnamon

Approved by Chair or Asst. Chair