Bolton Economic Resource Committee Meeting Minutes  
Wednesday, January 16, 2019

Present: Ernest Levesque, Deb Shelby, Curt Hunter, Allison Smith, and Robin Katrick

1. **Call to order**  
The meeting was called to order at 6:08pm with a quorum present.

2. **Additions or deletions to agenda**  
Deb Shelby added a discussion on "Membership" to the agenda. Allison Smith added the "Vendor Survey" to the agenda.

3. **Public Comment**  
None

4. **Approval of minutes October 17, 2018 – approved**  
Ernest made a motion and Curt seconded to approve the minutes. All were in favor.

5. **Appointment: Robin Katrick**  
   a. Robin gave a brief summary of her organization RiseVT.
   b. Mini-grant funding - Bolton ERC is the only group from Bolton that has applied this cycle. Grants are up to $1500. Can be used for recreation, health, and wellness of community. Would need to apply in February for this grant cycle. Bolton ERC will apply for next grant cycle.
      I. This might help us pay for more signage and possibly tables.
      II. Funds could be used to sending a mailing out to raise awareness of town group initiatives.
      III. Allison will reach out to Bryan Farnsworth and give his Robin’s contact info for help with his research project.
      IV. Robin will be doing a spring passport, like the fall passport. Needs more locations. Preston Pond could be one. Deb will speak with Amy about putting up a secret code for the passport there. Current locations that were previously on the fall passport include the Long Trail Bridge, Little Library.
   c. 2018 RiseVT Grant - Please settle any outstanding expenses with Amy Grover.

6. **General Business**  
   a. Discussion on whether to duplicate businesses at the BCF  
      General consensus is to allow all vendors to opt in. Deb moves that we allow duplicate businesses, Chip seconds, unanimously agree.
   b. Getting a Public Relations Committee for the BCF  
      I. Deb expressed that we have mastered getting vendors but we now need to get participants at the fair. We need to due diligence to get the public there. Having a Public Relations Committee would help do it
better and earlier in the year.

II. Part of this may be tied to including youth in the event. Discussion to follow later in agenda.

III. Ed Sinnamon could be a participant of this. Robin could also help advise. Possibly involve Nick.

IV. Part of communications strategy would be to create a timeline or calendar of PR but we need to set a date for the event first. Ideas: FPF, radio ads, print, Fliers in Friday Folders at school

V. Ernest will get more info about hanging a banner in Waterbury.

VI. Try to get food trucks at event. Curt will look into this.

VII. Curt will contact the person running the car show to see if we could have a table there so we could promote the BCF and the ERC.

c. Date Options/opinions for the 2019 BCF

I. Saturday, November 2, 2019

II. Ernest will connect with Evan or Lindsey to see if that date works. He will confirm in February. Ernest will need to clarify if we will have space to hold the event (30-45 tables) in the Sports Center with the changes to the space to include a skate park.

d. New ideas for getting schools involved in the 2019 BCF

I. The ERC would like to find ways for youth to perform and participate. This will help get the parents there.

II. Can we work with Smilie School and Middle School to sing some holiday songs? Deb will reach out to schools about this.

III. Have kids design a t-shirt. Contest could get going this spring. At the event display all the art work so everyone gets recognition. Creator of t-shirt would get a free t-shirt. Need to do the contest this spring before the end of the school year. Robyn has a list of schools to reach out to. Make sure all the elementary and middle feeder schools are included in our circulation. At next meeting need to define and finalize a document to send out. Allison will draft the flier and contest guidelines.

e. Membership

I. Chip and Ethan should switch terms so that Chip doesn’t expire this year.

II. Chip and Curt will try to get Nick from Bolton Valley at the next meeting.

III. Membership - Appointing new people to the committee happens in March.

f. Survey

I. Allison will send a New Year survey to vendors this weekend. She did not send it earlier this year.

Agenda Items for Next Meeting:
- RiseVT - Next Grant Cycle February 1 - January 31st, Need to get clear on what we need and dollar figures
- Membership – Adjusting terms, discussing membership & participation, outreach to new members
- Finalize Date for Bolton Community Fair & create timeline of tasks
- Silent Auction – Create a plan for getting artists to participate

7. Adjournment:
Deb motioned to end the meeting. Curt seconded it. All were in favor. Meeting adjourned at 7:25pm.

Respectfully submitted by Allison Smith

_________________________ Date 2/20/19
Allison Smith

Chair/Co-Chair

_________________________ Date 2/20/19
Ernest L. Ferreyra