Present: Curtis Hunter, Ernest (Chip) Levesque, Deb Shelby, Sue Sinnamon and Allison Smith. Guest: Ed Sinnamon

1. **Call to Order:** The Meeting was called to order at 5:40 p.m.

2. **Additions/Deletions to agenda:** None

3. **Public Comment:** None

4. **Approval of Minutes May 15, 2019:** Chip made a motion, seconded by Allison, to approve the minutes as written. All were in favor.

5. **General Business**

   a. **Terms – Confirm Team:** Chip and Deb both agreed to renew for a three-year term ending in 2022. Since the committee can have up to seven members and we currently have five, Deb will ask Carol to post vacancies for two members on the web site and Deb will also post it on Front Page Forum.

   b. **Community Fair updates**

   i. **Update on Grant:** Deb reported that she had asked for $1500 from RISE Vermont but was asked to resubmit it for $1000. Part of the original $1500 request had been for advertising but Emelia Wollenburg from RISE Vermont said that RISE and UVM would help us with our public relations. After the grant is approved, we should be able to have the money available for us to use in July.

   ii. **T-shirts – review sizes:** Deb showed the committee the orange long-sleeved t-shirts she had bought with leftover grant money. Everyone agreed that they were great and she picked a good mix of sizes.

   iii. **Status of banners:** They are on-hold pending a logo design.

   iv. **Update on Vendors:** Allison sent out thru Mail-Chimp a “Save the Date” email to our past vendors. The committee was in agreement that we
should ask vendors to bring their own tables. Sue is coordinating with Eric Andrews to get some extra tables from the Fire Station.

v. **Art Contest update – review entries**: There were four entries submitted. The winner will be picked at the Senior Dinner.

vi. **Business Donations – plans and goals**: Curtis reported that he and Chip have been making appearances at places that they would like to solicit donations from and letting them know the Bolton Community Fair is coming in November but it is too early to ask for specific donations.

vii. **Food – plan on food and drinks for event**: Deb reported that she will be working with RISE Vermont and Johanna Setta from Healthy Roots to find donations of free healthy food for the event.

viii. **PR plan for business and then for Attendance**: When we have a logo Deb will work with RISE Vermont.

ix. **Update on Local Artists – no update.**

x. **Kids performances**: This will be addressed in August.

c. **Gazette Article for July**: Curtis volunteered to write it and submit it by Friday, June 21.

6. **Communications**: None

7. **Agenda for next meeting**: Same as this month

8. **Adjournment**: Curtis made a motion, seconded by Deb, to adjourn the meeting at 6:55. All were in favor.

Respectfully submitted by Sue Sinnamon

---

Chair/Co-Chair

Date 7-17-19