

# NORTH CANAAN EVENTS COMMITTEE MONTHLY MEETING MINUTES

Town Hall 5:30 pm Monday March 25th, 2024

Present: Co-Chairs Jenn Crane & Ann Talmadge (zoom), Jessie Lawrence, Mike Reagan, Marilisa Camardi, Sean Claydon

Co-Chair Crane called the meeting to order at 5:31pm

Jessie Lawrence made a motion to approve the minutes from the previous meeting. Mike Reagan seconded the motion. Motion approved.

Old Business:

Donation letter has been mailed and donations are starting to come in.

60th Anniversary Logo Contest: Jessie will blast again, so far only 3 have been received.

Co-Chair report:

Treasurer's report:

paid out \$12,500 for the Drone show

paid out \$115 for donor mailing

placed 3 donation boxes in the Community, Jessie will look into creating a QR code to collect donations

Team leader reports:

Spring Fest (May 18th) Mike discussed budget items:

20 lawn signs \$238

porta potty and hand wash station \$479

banner \$150

Advertising in Shopper's Guide \$229

Vinyl \$60 (not approved)

total approved: \$1096 Jessie motioned to approve, Mike 2nd, motion carried.

Mike will follow up with how many paid vendors there are.

Jenn reported the bank will be having "decorate your own piggy bank"

Marilisa talked about a collaboration with Rec Comm "paint a rock to add to the snake" NCES students will name the snake.

Tag Sale (June 15th) Mike discussed budget items:

50 lawn signs (not approved) as no funds being collected, resident addresses will be added to a "virtual map"

Advertising in the Shopper's Guide \$154 Jessie motioned to approve, Sean 2nd, motions carried.

Mike invited the Music Lab to participate at the pavilion, Sean said the Music Lab would advertise the event as well.

Railroad Days 60th Anniversary (July 7th-21st)

voted to only have 1 Roaming Railroad train, as many activities happening on the 20th, Jenn will contact. Housatonic Railroad has many ideas "coming down the track" including a slide presentation behind the depot by Dave Jacobs.

Notes provided by Maribeth were read that the Canaan Fire Co will not be doing bingo nor fried dough this year during the carnival. The parade will be held on 7/20 at 6pm. Their boot drive will be 7/20 from 9am ish to 1pm ish.

Mike reported a budget for the Vendor Market on July 13th:

banner \$150

date stickers \$50

porta potties and hand wash station \$479

Total \$679 motion to approve by Jessie, 2nd by Mike, motion carried

Music Lab would like to be involved in RR Days, Jenn to follow up with Sean and more details

Mike discussed the frames for sponsors with banners, would like to budget \$250 to Jesse Bunce to source materials. Mike made a motion to approve, Jessie 2nd, motion carried.

The rest of the Railroad Day budget will be discussed next month.

Fall Fest (Sept 21st) looking for a Team Leader to head this up

Winter in North Canaan

Sponsor a tree: Notes read from Maribeth who contacted Salisbury Garden Center, trees are typically ordered in May, in the past we have committed to 30, last year they were \$50@. Maribeth would like to review the forms from last year. Maribeth and Jessie would like to start advertising for sponsorship in Oct. In the past there is a quick turn around from when trees become available til when they need to be decorated. Committee is confident they can be ready for the Parade of Lights on Dec 1st.

Jessie is working with NCES (venue) and trying to coordinate with the Cub Scouts to hold vendor market with their Breakfast with Santa.

Budget TBD Jessie noted that more paper will need to be purchased for writing letters, has plenty of envelopes and thinks ok with stamps.

New Business

Carnival: Jenn reported that the contract has been signed and submitted. Many changes have been made: Wed July 17- Fri July 19th, the carnival will run 6-10pm, bracelets will be \$25@ (no coupon needed) Sat July 20th the carnival will run 3-10pm, bracelets will be \$35 that day. All days the ticket booth will open at least 30 mins prior to the rides. Jessie will add info to the website and make flyers to blast on social media.

Jessie will be working on more social media advertising for upcoming events. She will also work on gathering "Railroad Days thru the Years" photos and video.

Marilisa suggested finding train piggy banks that NCEC members can walk around with July 20th to collect donations.

Next Meeting: Monday, April 22nd, 2024 at 5:30pm at the Town Hall

Jessie motioned to adjourn, Mike 2nd

Meeting adjourned at 6:50pm