**East Bethel Booster Days Committee**

**Monthly Committee Meeting Minutes**

Date: March 21, 2019@ 6:30 PM

 **Item**

 **1.0** **Call to Order**

 **2.0** **Attendance**

Present: Dan Dobbs, Stephanie Dorn, Carrie Frost, Tim Harrington, Karen Krepis,
Troy Lachinski, Leon Mager, Randy Plaisance

 **3.0** **Incorporation/501c3 Designation**

* + - * Incorporation process complete! We are officially “East Bethel Booster Days, Inc.”
			* $993.00 was spent for this process with LegalZoom, a legal services company
			* Federal filing for our 501c3 will cost approximately $600, and will take 6-12 months to complete.
			* C. Frost has been named as the Registered Agent to accept legal documents, packages, etc. at City Hall on behalf of the organization.

**4.0 Financials: Budget, Donations & Sponsorships**

* Current balance: approximately $7000, after legal expenses/filing fees
* Current anticipated expenses: Lumberjack Show ($5000), Petting Zoo ($800)
* Anticipated donations/sponsorships: Blaine festival, Plow World, CHOPS (Movie in the Park, Kiddie Parade), City of East Bethel (Fireworks)
* T. Lachinski will be contacting the Blaine Festival Committee tonight to request a donation.
* Participation/Sponsorship request letters are scheduled to go out to local businesses within the next 2 weeks. C. Frost will forward the most-recent business list to S. Dorn.
* Potential sponsors will have the option to choose from a list of specific activities/entertainment selections to apply their donation to (a la carte style).

 **5.0 Activities/Entertainment/Events**

* + - * BOOKED! All-American Lumberjack Show has been confirmed for a 2-hour show, and Tommy’s Petting Zoo
			* Item vendors/display booths: Lots of interest on social media so far! Forms and insurance information available on website.
			* Food/beverage vendors:
				+ Smokin’ J’s BBQ not available; replacement vendor needed!
				+ Fair food vendor contacted; application not yet received.
				+ Ice Cream vendor (The Parlor) confirmed.
				+ Need to confirm/receive application from Smokey’s for tacos.
				+ Mansetti’s new truck (pizza) suggested for possible option.
				+ Cedar/East Bethel Lions prefer to sell beer in cans (less chance of profit loss), but have 5 spigots available for kegs. In the past, beer variety has been 3 light, 2 regular. They would be open to trying smaller “pop kegs” for local craft beer.
			* Inflatables: Three activity stations (varying age levels), and two generators available for reservation for $984.20.
			* Parade:
				+ CCESR has been sent a request to participate as the Grand Marshal this year; response not received yet.
				+ K. Krepis is searching for reliable contact information for a balloon vendor to walk the parade route.
				+ Convertibles needed for Senior Royalty, Council, Mayor, etc. Please keep this in mind over the next several weeks!
			* Car Show: Radio DJ will be contacted this week. Promotional flyers have been drafted. Looking for suggestions of other ways to include public participation. E.g. - NACE donation, public entry (guess the number) contests, etc.
			* Coloring Contest: Design selected for this year’s contest is a line drawing of the new Booster Days logo. Contest will be open to 4 age groups; $25 prize will be awarded to one winner in each group.
			* Home Depot Kids’ Workshops: Blaine store has agreed to assist with an event/activity. Forest Lake store may be able to provide a donation instead.
			* Medallion Hunt: Input requested regarding clue difficulty this year. Consensus was to leave it to the discretion of the organizer. Suggestion was made to consider having a scavenger hunt for future events (similar to City of Cambridge), so that the prize won’t be awarded until Friday of that week.

 **6.0 Schedule Review**

* Need confirmation of events/activities from Senior group (breakfast, sales, BINGO, etc).
* Blood Drive will return, same time as last year (9 AM – 3 PM).
* EB Fire Department is considering starting the dance 1 hour earlier (at 7:30 PM), but this has not been confirmed yet. This year’s band will be Stone Daisy.
* Cedar/East Bethel Lions will do minnow races again this year.
* Fireworks will be at dusk, over Booster West park. C. Frost will check with the Fire Chief to initiate/confirm arrangements.

**7.0 Advertising**

* Volunteers will be needed for placing yard signs. S. Dorn will check into pricing for additional signs with Innovations Plus, LLC.
* The Courier is no longer available for advertising. Suggestions were made for other suitable publications to check with for ad placement; ECM Publications has several.
* Social media schedule is being set up for various posts (Facebook, NextDoor) over the upcoming months, and the weeks before our event. “Boosting” posts on Facebook may be a viable advertising option to consider.
* Suggestion was made to consider requesting permission to put table tent advertisements at local bars/restaurants.
* Suggestion was made to check into the cost of advertising in the pre-movie slides/videos at the Emagine East Bethel movie theater.
1. **New Business**
* Option will be made available to view past meeting minutes on the Booster Day website.
* Alphabet Scavenger Hunt for younger kids. Instructions/supplies can be picked up by participants at the Information Booth.
* Suggestions to consider:
	+ If the local churches/schools/sport organizations have info booths, could they have kids’ games?
	+ Possible eating contest? What licensing is required? What food item would we use? C. Frost will check into requirements and options.

**9.0 Other Business**

* Next meeting is scheduled for April 18, 2019.

**10.0 Adjourn**