**East Bethel Booster Days Committee**

**Monthly Committee Meeting Minutes**

Date: March 15, 2018@ 6:30 PM PM

 **Item**

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

 **2.0** **Roll Call**

Present: Stephanie Dorn, Carrie Frost, Karen Krepis, Brian Mundle, Randy Plaisance

 **3.0** **Activities/Entertainment/Events**

* + - * North Woods Log Rolling has confirmed as an activity for Saturday. Participants will be able to pay $5 for 5 tries at log rolling. Equipment will need to be set up on Friday. C. Frost will check with the Fire Chief about water supply needs.
			* The East Bethel Scholarship Program (EBSP) has decided to reschedule the 2018 coronation event to Sunday, July 22nd. This change was made because the Aquatennial Ambassador Coronation will be held on Saturday, July 21st, and Miss East Bethel will be participating.
			* DNR Turn-In-Poachers (TIP) Wall of Shame has confirmed for Saturday. We will have the “Wall #4” display trailer.
			* Power needs: Jack & Kitty (show) will need access to one standard outlet, Gravel Roads (band) will need 110v on separate circuits.
			* Stage and tent have been reserved for daytime use (band) for approximately $900. Stage is 12’x24’, and tent is 20’x30’. We have already made a down payment for the reservation, and $450 remains to be paid.
			* Glow-In-One will not be sponsoring a mini-golf course. This activity may be opened up for another business/group to sponsor.
			* Cedar Creek Ecosystem Science Reserve (CCESR) has requested space for a display booth, and will be offering tours over to their site to view the live bison for their new research project.
			* Grand Marshal: Doug (& Bobbie) Meyenburg has been selected from the list of names previously submitted. Committee members are encouraged to bring forward more names to add for next year; we would also like to include more women in this (possibly every other year).
			* Car Show: C. Frost spoke with Dan Dobbs about the location – returning the Car Show to the area behind City Hall will work well. D. Dobbs wants to accept donations (food/monetary) for NACE at the car show event. When the flyer is ready, C. Frost will forward a copy to S. Dorn to add to the Booster Day website.
			* Parade: K. Krepis reported that St. Francis High School Drumline has confirmed participation. The Sea Cadets have confirmed as serving as Color Guard. Other participants include: Glow in One, CCESR, Girl Scouts.
			* Movie in the Park: The list of movie selections is narrowing down within the “throwback” category. First movie choice is not available until 2019. C. Frost is looking for pre-movie activity suggestions. Final selection and activity options will be presented at the next meeting.
			* Vendor Market is actively recruiting. If you know of any businesses that would be interested, encourage them to sign up! Blaine Family Chiropractic was added to the confirmation list. Potential food vendors should be notified that the carnival will NOT be present this year (less sales competition for them).
			* The Medallion Hunt was popular last year, and the decision was made to hold one again this year (does not have to be in conjunction with the Movie in the Park).
			* Question asked if the Anoka County Historical Society would be back. We have not had any contact, but S. Dorn will check with them. C. Frost will forward possible contact info.
			* Coloring Contest: S. Dorn needs Mr. Terry’s contact information, to ask him about designing our coloring page. C. Frost will forward that info.
			* Walkie-Talkies will be purchased for Staff/Volunteer use at the event. R. Plaisance found an offer of 4/$44 (approx.). S. Dorn will look into purchasing 6-12, depending on pricing.
			* Information Booth: we want to have one available, but need staffing. Maps/Info, First Aid, Communications could all be centralized here. Could be located near the entrance to Booster West/Parade Announcement table. City has a small pavilion tent available. Suggestion was made for the Ambassadors/Candidates to staff the booth. S. Dorn will check with EBSP.
			* Lions have not confirmed for carnival games idea. Suggestion was made to check with local school groups and/or sport groups, and option of game “ticket” sales could be treated as a fundraiser. S. Dorn will check with the local charter school for interest in participating.

 **4.0 Advertising & Signs**

* Design/text was selected for yard signs to be printed. 100 yard signs will be ordered for $400. Each sign is 18” x 24”, will be printed in blue ink, and will read “East Bethel Booster Days at Booster Park – Third Weekend of July – Find us on Facebook for more info”. If the permanent website address is obtained before printing, the “Facebook” line will be changed to the website address instead.
* Booster Days Committee will have a table/display at the Town Hall meeting at City Hall on Tuesday, April 17.
* Suggestion was made to advertise in The Scoop. This is a more expensive ad, but covers a large area. We will keep this option in mind for future events.
* Suggestion was made to seek out Minnesota “event” websites that will post our event for free. (e.g. – Explore Minnesota)
* S. Dorn will check with the Lions to see what sign they have used for their annual Craft/Garage Sale; maybe we can borrow their sign, if it is available.

 **5.0 Website**

* Sign-up forms have been added to the website for the parade, food vendors, and non-food vendors.
* The current address is [eastbethelboosterday.wixsite.com/ebbd]. This will change once the fees are paid, and a “permanent” address is selected. Intent is for the permanent address to be ([www.ebbd.com](http://www.ebbd.com)): it’s short and easy to remember/type in.

**6.0 Non-Profit Designation**

* We received a notice from Propel Nonprofits that they are no longer offering startup services. S. Dorn is working on completing the Articles of Incorporation, and bylaws; she will forward them to C. Frost and T. Lachinski for review within the next week. Reviewing these items and submitting them to the state ourselves will save us money on the fees charged for the application process.
* Purpose statement for the group was presented and approved by the group.

**7.0 Sponsorships & Donations**

* Donation Interest Letters to local businesses have been delayed, due to extra time being taken up for the non-profit designation. Currently on track to have them sent out within in the next week. The deadline for businesses to make their donations (to have their name/logo included in flyers/promotional materials) is May 15th. General donations are/will be accepted year round.
* T. Lachinski was able to get a new contact at Chops, and they have agreed to sponsor the Movie in the Park & Kiddie Parade again. Contact information has been forwarded to C. Frost. With Chops back on board for sponsorship, Running Aces will be approached for sponsoring a different activity.
* The Medallion Hunt will be added to the list of activities available to be sponsored. This will cover the cost of the medallion and the prize.

**8.0 Other Business**

* Next meeting will be April 19, 2018.

**9.0 Adjourn**