

March 14, 2016

Kennebunk Festival Committee Meeting 4:00 – 5:30 PM

Present: Pat Nicholson, Mandy Green, Jill LeMay, Lynne Abelson, Nancy Galloway, Sam Abelson, Madeline Turison, Linda Johnson, Jack Bates

Guests: Laura Dolce & Alaina Tridente from the Chamber

- February Minutes will be approved next meeting.
- May Day Update:
 - Committee (Linda, Terri and Betsy) met last Friday, Lynne and Nancy attended meeting.
 - Lafayette is sold out.
 - Waterhouse Center and Rotary are more than 50% sold.
 - Rotary and Non-Profits at Library still have plenty of room.
 - Concern is the need for volunteers, especially puppet heads. There is a sign up sheet.
 - Committee has reached out to various organizations and provided a contest with a financial incentive/donation (\$200.00) in effort to recruit volunteers. Interested volunteers can contact Linda.
 - Linda will be in touch with Sue Plass directly regarding the volunteers for the balloons.
 - Sue (in an earlier telephone call to Lynne) suggested that the Festival Committee contribute a second helium tank to efficiently inflate the balloons on day of event.
Motion made by Lynne; Second by Mandy. Linda will reserve the tank and advise as to fee.
- Launch! A Maritime Festival Update:
 - Lynne communicated concerns brought to Committee after the initial presentation of Launch! (February meeting) was presented.
 - Lynne and Nancy met with Barry to ask about insurance and liability with regard to Launch and to further understand advantages/disadvantages of sponsoring an event such as the one proposed by Chamber. One advantage is that an event that is part of the Festival Committee does not have to pay the rental fee for Waterhouse Center.
 - Laura and Alaina clarified that the Chamber was looking for the Festival Committee to sponsor the Captain's Cook-Off portion only, not the to be a sponsor of the entire event.
 - The Captain's Cook-Off will be held at the Waterhouse Center. No cooking inside of the Waterhouse Center. The hot plates and crock pots would be located outside of the WC around the perimeter.
 - There was further discussion including the observation that sponsoring one event (at the Waterhouse Center) of the Launch! festival was a positive for Kennebunk and the Chamber and since this is not yet an annual event the committee can re-evaluate in the future.
 - Lynne asked about the Beer Garden event that is scheduled to take place behind the Sunoco and said that could be potentially be a concern, Laura explained that it was still in the discussion stages and not a definite.
 - Further clarification: No help required from Festival Committee but Laura and Alaina hope that the Festival Committee will participate and volunteer.

- **Motion made by Jack, Second by Mandy** to sponsor the Captain's Cook-Off for 2016. Unanimously approved.
- **Publicity:**
 - Mandy took a vote to make festival names consistent.
 - She is working on "branding" our name and festivals. Logo will be utilized on fleece items to be purchased for committee.
 - Mandy has reviewed the banners in storage and is in the process of talking to vendors to get price quotes for new ones.
 - Mandy will create a new Facebook page for the festivals.
 - After May Day Mandy will send a press release to let crafters know that we are accepting applications. **Action: Mandy will present design options for approval at the next meeting.**
- **Summer Fest Task List:**
 - Lynne reviewed first draft of task list for Summer Fest. She will send out list to Committee members with updated with items discussed.
 - Nancy presented preliminary information she had on bouncy houses, caricature artist and puppet show to get a feel from committee as to interest. She will get additional info for our next meeting.
- **Selectmen Liaison Update:**
 - Nancy and Lynne updated committee that they met with Barry and discussed the fact that the Festival Committee would like a liaison to be present at monthly meetings. He pointed out that our current liaison is not seeking re-election in June and asked that the Festival Committee wait until after the election, at which time a new one will be named. In the meantime he has offered to help us as needed.
- **Communication:**
 - Again a request has been made to be sure to copy BOTH Lynne and Nancy on all committee communication.
- **Update on 1776:**
 - Lynne and Nancy reported to committee that Barry spoke with Dave Middleton and communicated to him that the Festival Committee voted to not sponsor his event this year and thought it might be an option in the future. Dave said he could present a different option for this year, perhaps a half day event at SummerFest or HarvestFest. Further information next meeting.
- **Other:**
 - After working through a few issues with Rich, Kennebunk's IT person, Lynne and Nancy now have access to Festival email.
 - Nancy will obtain year-to-date (7/1/15 to present) budget information from Joel and review next month.
- **Next meeting:** Monday, April 11, 2016. Next month the committee will meet from 4:00 – 5:30.