



**EVENTS COMMITTEE MEETING MINUTES**  
**Council Chambers, 1000 Laurel Street**

**DATE, Tuesday September 1, 2015**

**Regular Meeting**  
**6:00 p.m.**

- 1. Called to Order** – April called the meeting to order at 6:05 pm
- 2. Roll Call of Committee members** – April Balsley, Alicia Bennest, Debbie Hooie, Brandy Wade, Liz Dargie, and Christy Dean.  
Absent: Mary Tompkins, Kendra Dixon & Tiffany Harris  
City Representatives: Mayor Debra Perry, Council Member Susan Johnson, Staff Marci Mayer

**Approval of Minutes**

Brandy moved to approve minutes from July 27<sup>th</sup> meeting, Alicia seconded, passed 6/0.  
Debbie Motioned to approve minutes from Aug 11 meeting, Liz seconded, passed 6/0.

**3. Additions/Deletions –**

The Following items were added to the agenda:

- a. Milton Days Items
- b. Milton Days 2016 Dates (Brandy)
- c. Events Committee Gmail Account (Susan)

**4. Citizen Participation – None**

**5. Regular Agenda**

- a. Change in Regular Meeting Schedule – Change to 2<sup>nd</sup> & 4<sup>th</sup> Tuesday of the month  
Except Sept due to Labor Day moving Council Meeting to the 2<sup>nd</sup> Tues of the month
- b. New Email Account – City has established [events@cityofmilton.net](mailto:events@cityofmilton.net) email account so multiple people have access to correspondence.
- c. Craft Bazaar – Oct 9 & 10, 2015
  - i. Street Banner – Sign goes up 2 weeks prior (City Sign regulations)
    1. Brandy moved that we work with Copy Wrights for a new banner with a better option for changing the dates each year
  - ii. Change in hours to Friday 12:00-7:30 & Saturday 10:00-4:00. Setup on Thur 11-4 and Friday 9-11.
  - iii. Christy motioned to add \$10 late fee for applications received after September 30<sup>th</sup>. Brandy seconded. Passed 6/0

Council may add and take action on other items not listed on this agenda.

If you need ADA accommodations, please contact City Hall at (253) 517-2705 prior to the meeting.

Thank you.

- iv. Friday Night Events
  - 1. Food Trucks - Alicia moved to pursue getting 1-2 food trucks from 4:30-8:00 for Friday night. There will be no charge. Christy Seconded. Approved. Brandy will contact them
  - 2. Bluegrass Band - April moved to pursue a Bluegrass Band for a Friday night Concert in the parking lot from 5:00-7:00 at a cost of up to \$200. Debbie Seconded. Approved.
  - 3. Beer Garden –April moved to investigate if Jim (Dave’s) would be willing to have a beer garden on Friday night. Alicia Seconded. Approved. April will bring to next meeting.
  - 4. Decoration – No hay bales will be used. Need corn stocks. Will put picnic tables in parking lot.
- v. Vendor discussion– Decline direct sales that are in direct competition with handmade items.
- vi. Photo Booth – April moved to have a photo booth and have donations go to Daniel Lyon’s family. Theme-1<sup>st</sup> Responders – Get police, fire gear to use in booth. Debbie seconded. Approved.
- vii. Raffle – need ideas to get people to all areas of the bazaar – Hand out tickets at each door? Scavenger hunt that requires they go to all corners? Answer questions? Have Vendor Bucks for the winners to spend at any booth? Ask for donations for vendors for prizes?

## 6. Additions/Deletions

- a. Milton Days
  - i. Refund of Milton Days Vendor Fees
    - 1. “On a Stick” due to electrical and loss of product at the event
    - 2. “Godmobile” requested space for trailer & electric. Could not accommodate.
  - ii. Debbie moved to get a new Milton Days Banner in January 2016. Alicia seconded. All in favor. Approved
- b. Milton Days 2016 Dates – committee member asked for this to be on first meeting after the craft bazaar.
- c. Events Committee Gmail Account
  - i. Susan used a Gmail account for parade correspondence. She asked if someone would like to manage the account or if the account should be deactivated. After some discussion it was decided to deactivate the account.
- d. April moved for Brandy to investigate getting the Beatniks for Milton Days next year any availability and cost. Alicia seconded. Approved.

## 7. Adjournment – Debbie moved to adjourn meeting, Brandy 2<sup>nd</sup>. Adjourned at 7:25pm

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Thank you.