

## Sunset at Sunset Meeting

August 28, 2008

Present: Marci, Ann, Carol, Karen, Bev

1. Planetarium—no decision on prices for shows. Posters are out for the Photo Shop. Waterway Art Works has four artists committed at this point. Camera Club would like a space to exhibit and recruit new members.
2. Boat Show—Jimmy's Marine will exhibit and also will provide on site security overnight. They will be listed as a Sunset Patron. Johnson Golf Carts will allow us to have two carts for use, one to be for emergencies. They will also include the gas for the carts. They will be listed as a Sunset Patron. The Golf Cart Outlet will exhibit and will give us one cart to use. We have waived the exhibit fee and they will be listed as a Sunset Friend.
3. Treasurer's report: \$11,162.28. Marci provided a projected budget.
4. VFW will provide lunch for the Marine Band. Sandpiper Amenity Center will be the location for lunch and changing area for them. Residents will set up and assist as needed. The Marines will arrive at 10:00.
5. Community groups who have completed forms are five. Other organizations are in the process of completing the forms.
6. T-shirts—a sample was shown and discussion ensued about the number of shirts to order. A form will be available if shirts are sold out. The price and form will be collected at the event and a date for pick up will be provided. It was agreed that 600 shirts will be ordered for sale and 100 for volunteers and sponsors, for a total of 700 shirts to be ordered.
7. Flyers for the town will be ordered and distributed.
8. Entertainment—all entertainment is in place. A vendor has been chosen for providing the sound system.
9. Postcard mailing—postcards should be received by Tuesday, September 2.
10. Posters were distributed. All were pleased with the results.
11. Web site is now up for Sunset at Sunset.
12. Brunswick Beacon will give us a free ad Sept. 23. They are now a sponsor.
13. Brunswick Voice has been contacted re: an ad.
14. Brunswick Plantation has been contacted re: providing publicity in their community. Karen will also contact The Farm. Sea Trail and Sandpiper Bay will also provide publicity in their community. Sarah George will do a series of press releases.
15. Karen will send in the ASCAP form today.
16. Ann reported that Icon Marketing will provide cup holders with the logo. This will qualify them as a Sunset Silver Sponsor.
17. Signs will be made to identify sponsors and donors; also one for the entertainment schedule.
18. Bev reported on vendors and exhibitors. Several forms are still out; they are due on Sept. 15.
19. Carol reported that the canopies are in short supply. She will continue to try to get more, but community agencies may not have them available.
20. Utilities are being marked prior to tent setup.

21. A dance area will be marked off so that chairs will not be set up there.
22. The following booths will be needed: Welcome tables—pick up door prize tickets and giveaways.  
Also will need a booth for door prizes with volunteers scheduled. Table to sell t-shirts.
23. Audio estimate--\$1000.
24. Tent estimate—Karen and Carol will clarify quotes with the vendors for tents and stages.

Next meeting: Thursday, September 4

12:30 Lunch at Sunset Bridge