

SUNSET AT SUNSET
Meeting August 8, 2016

Members present: Cathy Duckworth, Carol Grace, Mary Hughes, Bob Donnelly, Lois McClellan, Karen Joseph and Marge Gresham

Started meeting at the Ingram Planetarium location and then moved to Town Hall Conference Room.

1. Financial Report: Bonnie Schwerd presented the revenues and expenditures for SAS Festival. The balance in the SAS account as of this date is \$10,463.42. Karen Joseph asked about the ASCAP Music License Fee paid from the SAS funds. Is it necessary to be paid more than once or by each group that does a festival in town? There is one for the entire town that covers every event. Refund will be done. Bonnie asked that the expenditures be turned in as soon as possible so Purchase Orders can be completed.
2. Food Vendors: Marge Gresham reported that currently the food vendors include Interchurch Council, St Brendan's Church, St. Luke's Church and Mama Duke's Wood Fired Oven. There is a need for Funnel Cakes and perhaps BBQ – still seeking food vendors. In addition, Pelican SnoBalls and Sunset Slush are vendors. Carol Grace will research Funnel Cake vendor.
3. Vendor applications: There are currently 79 vendors registered with space for at least 20 more. It is not unusual for vendors to sign up at the last minute. Lois and McClellan and Marge Gresham visited the Sunset Market and reconnected with vendors who had previously said they planned on participating but as yet had not sent in applications and registration money. It was reported that Hughes Nursery was planning on participating and will send in necessary paperwork.
4. Sponsors: Crossfit has been added as a sponsors but reported to Mary Hughes that they would be doing exercise demonstrations every hour. In addition, if needed they will do demos on the stage if needed between entertainment.
5. Obstacle Course: Fire Department met us at the Ingram Planetarium location to discuss placement of course. Sonny will be the lead firefighter for the events. Suggestion was made to move Fire Department to a High Market Street location where both the fire truck and obstacle course could be held. There still would be easy exit for the fire truck in the event of an emergency.

6. Photo Contest: Still in need of 1 more judge. However, Cathy Duckworth assured the committee that is not a problem and will obtain that individual. Contestants will submit their entries including a “stick” and matted photos to the Town Hall Conference Room on August 24 and 25 from 10 AM to 2 PM. The three judges will decide the date for judging and present results to Cathy and Bob Donnelly. Cathy and Bob will meet with Ingram Planetarium to determine when and where the photos can be posted in the Planetarium. Karen Joseph will send the contact information for the two current judges to Cathy.

7. Facebook: Mary Hughes presented information on the number of “hits” on Facebook for various sponsors and vendors. Mary will “boost” the SAS FB page. Boosting a page goes to a target audience for a \$5/day fee. It was agreed to try it for a day with the Photo Contest and see the results before going any further. Mary will post categories of vendors on FB to inform public of variety at festival.

8. 5 Star Farms Inflatables: The decision has been made to contract 5 Star for inflatable and climbing wall for the Festival. While at the Ingram Planetarium, the committee decided to place inflatables in the lawn section behind the Welcome Tent. Mary Hughes will contact the company and offer the contract. Price for the inflatables is \$850.00. The company will provide 3 of their own employees as well as their own generator for the inflatables.

9. Turtle Man: No committee member has had the opportunity to talk with gentleman regarding presence at SAS Festival

10. Brewery on site: Committee discussed possible location and containment for a brewery should Mark Benton get all of the information. Mary will check at Home Depot or Lowe's Home Improvement for prices on hurricane fencing and stakes to mark off area should the brewery not provide these materials.

11. Entertainment: Waiting for signed contracts to be returned. Music will be provided by entertainer, Jason Cox. Suggestion for opening festival with either the playing or singing of the National Anthem with a color guard presenting the flag. Marge Gresham will check with the Marine Corps League for possible color guard.

12. Signs for sponsors and entertainers: These need to be ordered and laminated for placement at the festival

13. Rack Card: New order placed and distribution will continue. Many locations need replenishment of racks.

14. Name Tags: Name tags for new committee members will be ordered.

15. Tee Shirts: Carol Grace will oversee this activity. Supply will be brought down from storage prior to festival for count and sorting. Day of festival, Carol will use volunteers to help set up shirts in Welcome Tent for sale.

16. Planetarium Parking Spaces: Karen Joseph has been in touch with property management representative to determine if spaces will be utilized the day of festival. Waiting for an HOA Board member to give approval for use. Offer to residents a voucher for use at festival and park cars behind Planetarium. Final email will be sent to property management representative to obtain permission.

17. Parking volunteers: Marge Gresham will contact BCC Early College for assistance in obtaining volunteers to park cars the day of festival.

Other items: Is Town of Sunset Beach planning on manning a booth at festival? Bob Donnelly will research what is needed to be done for a 501 3 C filing. Committee members do not feel that SAS committee meets standards for filing. Bob will report at next meeting.

Date for next Meetings: Monday, August 29 @ 1 PM
Monday, September 19 @ 10 AM