

SUNSET AT SUNSET

August 20, 2018

Members Present: Karen Joseph, Carol Malm, Bob Donnelly, Lois McClellan, Cindi Stephenson, Carol Grace, Bev Williams, Charlie Nern and Marge Gresham

Financial Report: \$24,706.10 as of this date. Bob needs to request an invoice from the Porta- Johns so a check can be ready for the delivery date. Invoices will be requested from contracted vendors.

Food Vendors: As of this date, we have 6 food vendors with a variety of foods. Bobbie Johnson from the Health Department confirmed completed forms from 4 of these. Marge will need to contact additional applicants to have them complete Health form.

Police: Chief Klamar attended the meeting to confirm the placing of barricades and cones for traffic control. He stated that last year, he received 0 complaints, so do the same as last year.

Vendors: An additional 15 vendors came in the mail today, including money from sponsors. Lois and Marge will be getting together to start the mapping process. The vendor list will provide requests for previous or change of space.

Sponsor Update: Two additional sponsors were added to the list today. This brings the total to 12.

Sponsor Pictures: Pictures have been sent to the BEACON for publication and to Melissa for the Facebook page. Additional photos are to be taken for new sponsors. The BEACON will be designing the full page ad.

Sponsor Banner: Karen will meet with banner printer to discuss this year's banner. Will replacement be possible or will a new banner be necessary?

Balloons: Because of the change of location, additional balloons will be necessary. Marge will wait on ordering until clarification on payment procedure.

Appointment with Dustin and Electrician: Lois, Karen and Marge will meet with them to discuss the electricity and water hookup.

Map Layout: Changes for location of Welcome Tent, Police and Town Hall tents. Areas with water and electricity are reserved for food vendors and vendors who require/pay for one or both. Banner will be placed in same location as last year (near stage and Planetarium). Lois and Marge will begin the mapping process. On Thursday, October 4, they will be placing markers for the all vendors.

Volunteers: Carol Malm and Bob will be reaching out to various community groups to seek volunteers for parking. Two hour shifts and we will provide water and a canopy for respite.

AAA Toilets: Bob has contacted the company for delivery of 2 units placed in 2 locations. He will request an invoice so the check can be ready at delivery.

Trash Cans: 20 trash cans will be delivered on Friday, October 5.

Signs: We will review directional/parking signs as to number and placement of signs around community.

Photographer: Karen has arranged for a photographer who will be taking pictures during the festival.

NC Tax ID#s – Bev will be reviewing the #s for each of the vendors to insure their accuracy

Next Meeting: Tuesday, September 11 at 1:00 PM at Town Hall