

SUNSET AT SUNSET MINUTES

February 5, 2018

Members Present: Lois McClellan, Bernice Wilkinson, Bev Williams, Jan McComb, Karen Joseph, Bob Donnelly, Mark Benton and Marge Gresham.
Visitors: Mayor Forrester, Councilman Nern and Councilman Corbett.

First order of business: Karen Joseph asked everyone on the committee if anyone wished to be the chairperson for SAS committee. No one volunteered but all were in agreement that Karen remain the chairperson. Karen then welcomed the newest members: Bernice Wilkinson and Jan McComb as well as the visitors.

Venue: Karen will be writing a letter to the owners of the property at Ingram Planetarium if we may have permission to use the property this year. (The property has been on the market and we may need to seek another location. Should this property become unavailable, the committee will need to research another venue, most likely the park.)

Financial Report: The balance in our account at the end of 2017 was \$16,945.00. These funds will be used to contract our startups for the 2018 festival.

Facebook: Melissa Warren has volunteered to manage our Facebook page. We will keep her informed by sending the minutes from our meetings.

Non-Profit Organizer: Karen asked for a volunteer to be the contact person for the non-profits. This will include reaching out to the non-profit when application is received and ensuring that they have a NC Tax ID number. This will be revisited next month.

Review of Applications: Each member reviewed the 2018 applications for vendors, food vendors, sponsors and non-profit organizations. Suggestions were to enlarge "Checks payable to: TOWN OF SUNSET BEACH"; add "Would you like the same space from last year? Y N NA Space # _____"; and keep September 1 as the deadline for applications. Any applications after

this date will be assigned to available spaces. Fees are non-refundable. This includes inclement weather. Lois made the suggestion to send an email when the application along with the fee have been received.

Entertainment: Lois will contact the Paul Grimshaw Band. They were well received by everyone.

Parking: Last year's extremely dry weather caused parts of the parking lot to be unusable. Bob suggested we assess the parking lot the day before and cordon off any areas that are suspect.

5 Star Farms: Karen will provide Marge with the information to contact them for the Bounce House and Climbing wall, a popular attraction with the younger folks.

Food Vendors: Marge has already sent "SAVE THE DATE" memos to several food vendors. Once the applications are ready, Marge will contact them again.

Next Meeting: Monday, March 5, 2018 at 1:00 PM at Town Hall. All visitors are welcome.