

# PARKS AND RECREATION COMMITTEE MEETING MINUTES

April 25, 2017

Pledge of Allegiance

Roll Call:

Claudia Stefanici: Committee Member

Karin Arellano: Chairman

Candi Keys: Committee Member

Maggie Wattier: Secretary

Russell Anderson: Committee Member

Joe Wynkoop: Mayor

Kevin Rausch: Fire Chief

(non members attending)

Not present: Denarvise Thornton, committee member

Old News:

- Candi Keys was voted in as our newest committee member at Town Council meeting .
  - Minutes approved with changes (summer to spring concerts and bull riding ) for April 11th meeting
  - Tabled sponsor package for spring concert series.
  - April 22nd concert comments: Attendees liked the band ROCKIT FLY and we had lots of positive feedback. We are attempting to book them for Friday, November 10th Montverde days. Committee seems to think it will boost Friday evening attendance and sales. Claudia is in contact with them.
  - BEEF O'BRADY'S ran out of most food before 9. They did send someone for more however there was a gap in availability. We will monitor for now as they are a reliable vendor for our smaller concerts. If needed we may ask them if "it would help them to have a second food vendor?"
  - PLAYGROUND: We had 2 kids hurt on the playground during the concert. Suggestions are to put a fireman or other on duty to make sure they aren't rough-housing on the equipment or with each other. Kevin will address it for us.
  - MAY 20TH CONCERT: mechanical bull needs flat , non dirt surface for the equipment stability. We will put it on the tennis court behind the stage. Lawyer has prepared our waiver and the mechanical bull company will bring their own
  - Check for age limits: kids can ride as there is a form for parents to sign. We need to have a couple people on duty to check ID's and get waivers signed. Kevin will ask Matt if he will help with this so we don't tie committee members down too long.
  - DECORATE; Kevin acquired hay for the stage and we have some trees. Committee would like to decorate the stage for a background for Rob Nichols. Joe will ask Terry about the trees and some flags (Memorial Day approaching)etc
  - During the break we can have a LONGEST RIDE CONTEST. We will do categories, kids, women's, men's. 1 prize per. We need prizes for this
- Montverde Days topics:
- We are hiring someone to do our car show this year to free Russell up for other things. \$350
  - Joe and Claudia will contact and hire the mounted police for the event.
  - Save the date cards. Suggested we send them out earlier this year.

- Karin did get the contact for Anheiser Busch . Waiting for response.
- Paquette's Historical Tractor museum. Let's see if we can get them out for Saturday (Leesburg). Claudia will contact
- COVER LETTER for sponsors. Claudia will take the few ideas and try to combine into a nice cover letter for us to send to our sponsors and sponsor prospects.

SUBCOMMITTEES: We will try to sort out the details and assign subcommittees for this year. This will help distribute the load of tasks for this event.

- Volunteers, Booth vendors, Raffle prizes, entertainment, food booths, contests, games, advertisements (Graham), schedule for event.
- Joe will send an email out to all our previous sponsors.
- Claudia will send list of them (sponsors)so we can come up with a list of new sponsors to approach.

Committee members take a few sponsor prospects each from another local event insert.

Next meeting: Monday, May 15th at 3:30

Meeting adjourned 5:11 p.m.