Meeting on Tues., May 23rd, 2016 @ 5:00pm

Present: Ellen, Gail, George, Sarah, Stacey, Steve, & Tanya

SATURDAY, September 10th, 2016

RAIN DATE: Sunday, September 11th

Fall Fest Responsibilities for each member

Ed –

- **Help with PARKING, as a leader for part of the time needed. Schedule to be determined.**
- **Set-up lights & maybe tarps in the pavilion for the event**

Ellen –

- **Contact Food Shelf and confirm date, discuss plans**
- **Make a FOOD SHELF sign. Ask Jolly if she has one or more signs.**
- **Has Face Painting supplies and will supervise & plans to decorate at the event**
- **Confirm volunteers for Face Painting (Ask Kathy Wieland if she will organize again)**
- **Will bring solar lights, ropes lights, and decor to the event. Will help set-up.**

Irene

- **If in Vermont, she will do the Corn Stalks and help decorate**

Stacey-

- **Remind McCracken's Tent rental about the date. Ask if we can have strings of lights.**
- **Remind Brother, Alfred, often about wagon rides!**
- **Has signs for Wagon Rides starting location & end time. Will bring to event.**
- **Confirm Story Hour with Maureen Badger from the Georgia Library**
- **Confirm Radio Station (97.5) and confirm presence**
- **At the event: Help decorate/set-up at 2pm**

- For the event: Bring solar lights to the event.

Steve–

- Communicate with Student Council, Alison McKenzie (director) &/or Kathy Weiland, & Gail about ways they can help: Bathroom "paper products?" Parking? Decorators? Activites? Face Painters?
- We need a BOUNCY CASTLE QUEEN… Will ask Jane, then tell let Gail know. (May want to split up the shift with someone else?
- Will Setup ANNOUNCEMENTS for our event – new BOARD in lobby and SIGN by road, adding the Fall Fest photo link of pictures to the sign in the lobby two weeks before!
- Ask ABBEY coordinator about catering our Senior Luncheon on December 16th?
- ASK local HIGH SCHOOLS about volunteers for students at our event.
- At the event: Be a Parking Attendant Chief at the event, share with Ed & Peter.

Gail –

- Fundraiser Letter revision (done) and follow through.
- Send Steve the link to photos and he will post it on the board in the lobby.
- Contact the Lady of Grace church to see if they want to do a booth again?
- Check the number of lights sticks and ask Ray about ordering some for this year.
- Contact Kerry Burke and confirm details.

✓ Confirm band, Carol Ann, and the Dogcatchers. (confirmed)

✓ Contacted Mike Boisjoli and he is all set for Fireworks Show. (Confirmed)

- Do a flyer, similar to last years, with business sponsors on it, and distribute to all students & families at GEMS on the Monday before the event!
- Dates need to be changed… need to put up 2 banners (Green Mtn Electric & Georgia Market.) Sarah will help with banners!

- Small signs need to be put up Specific locations: School, Town Office, Laura's Woods, Ed's yard, at the park, Georgia Library. We can't put any signs in the state right away. Lost a sign last year at the intersection of 7 & 104A.
- Get checks for all, requesting a MONTH in advance with a Purchase Order
- Bring 2 TUBS for FOOD SHELF food. Put at Pavilion and by tennis courts.
- At the event: Husband, Peter, will be one of the "lead" parking attendants. Steve and Ed will divide up the time. Schedule to be determined. Photography, then share
- Bring vests, flashlights, and radios for Parking attendants and rope lights, scarecrows, extension cords, football, soccer balls, & kickball, etc. to the event.
- SENIOR LUNCHEON – Proposing Friday, Dec. 16th, 2016. Steve will confirm.

Sarah –

- At the event: "Minute to Win it" games and will bring some equipment.
- Will help Gail put up the banners, before Labor Day weekend.

Tanya – (can't be at the event … :)

- Contact the Fire Dept. and confirm involvement. Can they have a fire truck available for the kids to explore during the event? They showed up pretty late last year… Ambulance - Ask if Georgia's First Response can have an ambulance at the event?
- With Gail's Fall Fest photos, will design a calendar and thank you card for the businesses who donated to the Fall Fest fireworks. Gail will take it from there…

Kerry -

- Picnic tables set up, trash, and clean-up!
- Place SIGNS well ahead of time about BOAT LAUNCH being closed Sat. afternoon, Sept. 10th! Gail has these signs already…

AUGUST MEETING to CHECK IN with everyone? Gail will contact everyone in August for a date! It doesn't seem to work out to schedule it way ahead… Have a fun rest of Spring and summer. Please keep in contact with us on questions, suggestions, or concerns!

THANKS for all your wonderfulness! It's awesome to work with all of you! :)

We make a great team! HERE's to PERFECT weather on Sat., Sept. 10th!