

# Shapleigh Community Day Committee

Shapleigh Library

August 31, 2022

## MINUTES

**Those present:** Katie Richards, Suzanne Gagnon, Nancy Hodgdon, Penny Mills, Bethanne Harmon, Shawn Richards, Monica Lemaire

**Meeting was called to order at 18:10.**

### **2022 Review/2023 ideas:**

Marketing- Penny: Add save the dates for futures events to brochure and try to get them printed sooner (1,000 printed in 2022). Try to find some free advertising-contact news stations such as 207. Make Shutterfly calendars to send out to sponsors such as Exit Realty, Real Estate 2000, and Partners Bank when they are inexpensive at Christmas time.

Music- Cedar Mountain Bluegrass Band had a good turnout. Kona Ice truck was a hit. Elias from Exit Realty stated that the Rotary Club might be interested in providing a BBQ next year if the Lions Club does not host a spaghetti dinner that night. Need to check with Legends radio station in Sanford to see if they're available in 2023.

Parade- Parade applications should be submitted to the town hall in 2023.

Car show- Whole town hall back parking lot is not needed for the car show. Provide some parking for vendors there.

Silent Auction- Bethanne: \$2,459 profit. \$3,400 estimated value of items donated. \$60 in kids area donations. \$30 in mug sales. Make painted rocks to hold down bid sheets for next year. Used 5 tables (2 picnic tables borrowed, 1 table borrowed from concessions)--need 3 more tables to be purchased. Took 2 hours with 2 people to set up silent auction. Need more volunteers to help with set up, take down, and phone calls after. Need banner for silent auction table.

Vendors- Nancy: \$585 on vendor spots--\$500 from crafters, \$60 from political, \$25 from pony rides (only 25 rides, 61 previous Community Day). Refund 2 vendors who could not make it due to illnesses (not included in above numbers). Need budget to advertise for vendors and business cards. Shawn suggests that the

Community Day Committee have an info table next year set up at the even to explain the purpose of Community Day. Need traffic/parking control volunteers.

Concessions(food)- Monica: The breakfast sandwiches (sold 36) were a hit at \$2, maybe charge more next year and offer 60. Ran out of hamburgers (80)- buy 120 next year. Need more signage- Penny can design banner. Ran out of cotton candy sticks, possibly shorted. Rental company being sold. Do not need ice coffee cups, straws, napkins, or paper food holders next year. Need more foil wrappers. Go to Shaws next year for sausage stuff. Cooks worked non-stop. Possibly more volunteers for next year. Look into purchasing new grill, maybe this year if they have an end of season sale. Need more volunteers for clean-up.

Kids area- Puppeteer might not return in 2023 due to health issues. 72 total kids (signed waivers) compared to 140 in 2019. 5 high school girls volunteered to face paint. Plenty of crafts left over. Need new face paints, crayons, stamp pads. Boy scouts manned the bouncy house and did a great job. Stamped hands worked out really well. Put up more signage around park to advertise Wild life encounters and other children's events happening.

Treasurer's report- Carie McMahon was not present at meeting. Report from Michelle Rumney was reviewed.

Budget/Goals for 2023- Attend town meeting to ask for volunteers. Early advertising. Purchase more tables, receive concession donations, purchase new grill, traffic/parking control volunteers. Advertise scholarships available asap. Reach out to Guidance at Massabesic High School.

Warrant Article- Keep wording the same. Due 11/4/22.

2023 Scholarship application- Keep forms the same, just change the dates.

**The meeting adjourned at 20:15.**

Respectfully submitted,

Katie Richards

**Upcoming Dates:**

**Meet in January 2023 to begin planning (date TBD)**

**Community Day 2023-- July 21/22, 2023**