

HINCKLEY FESTIVAL ASSOCIATION NFP

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Date: April 3, 2018

Time: 7:08pm

Location: J& K Half Moon

AGENDA

1. Call to Order Special Meeting: Roll Call
 - a. Joan Umano--present
 - b. Nikki Beane—present
 - c. Debbie Davis—present
 - d. Liz Kerlin—present
 - e. Teri Fecht—present
2. Approval of minutes from January 25, 2018 meeting:
 - a. Teri motioned to approve secretary minutes from January 25th meeting, with corrections. Debbie seconded it. Motion carried.
3. Approval of minutes from March 8, 2018 meeting:
 - a. Teri motioned to approve secretary minutes from January 25th meeting, with corrections. Debbie seconded it. Motion carried.
4. Available dates for Pioneer Park rental: Cost of rental should be free because we now have NFP status, but Joan will let us know. Normally it's \$50.
 - a. Saturday, May 5th
 - b. Sunday, May 6th
 - c. Saturday, May 12th
5. Jake Mack is available as a Solo on May 5, 1-4pm, \$250
 - a. Nikki made a motion to hire Jake Mack on May 5th, Teri seconded. Motion carried
6. Food-
 - a. Big Fella' Big Dogs-Mike & Dawn Leal –will call Joan tomorrow with prices and availability.
 - b. 5-B's Catering- Joan will reach out to Tim Badal for pricing and options.
7. Pioneer Park Event: Saturday, May 5th
 - a. Event 1-5pm.
 - b. Silent Auction will end at 3:30pm, payouts start at 4pm
 - c. Live Auction from 4-5pm
 - d. Final payouts for Live Auction start at 5pm

- e. Auction Paddles/booklets (will be \$5 with numbers) Excel document to keep track of which person is associated with booklet numbers. Limit to 150. Families/couples/friends will share.
 - f. Joan will ask the Lion's Club to borrow their tent for shade & shelter from the possible rain.
 - g. Nikki will talk with Seneca about roping off the grass area around the pavilion to keep people off the grass.
 - h. Advanced ticket sales should end on April 28th.
 - i. Liz will talk with middle school about getting helpers to clean up the park after our event. Cleanup crew 5:30-7pm.
 - j. We will need more garbage cans from Waste Management, ask Village when we rent the pavilion.
 - k. We will need the hay rack from Eric.
 - l. Nikki will take care of creating food tickets on "ticket-stock"
 - m. Talk to PTO about putting on Elementary Sign & BP can advertise on their sign
 - n. In-advance price versus day-of the event?
 - o. Joan will bring her moneybox; Nikki has an old register, or money bag.
8. Day of the Event we need:
- a. We will need at least 2 tables: 1: Paddle Table will turn into Payout Table, 2: Food Tickets,
 - b. Our Auction Paddle table (Payout Table)-use 4th of July tent and hang sign.
 - c. 2nd table for buying food tickets in case people forgot. We can borrow Nikki's parents or Joan's tent for over this table.
 - d. Silent Auction items will be in the pavilion.
 - e. **Afternoon in the Park: Picnic & Auction** (music by Jake Mack, Food provided by Big Fella's Big Dogs, Amazing Auction items to take home!
 - f. Decorate hay rack for Jake & Joel
 - g. MS Clean-up 5:30-7pm run by Liz
 - h. 50/50 raffle: \$1 each or 6 for \$5
9. Next Meeting?
- a. Tuesday, April 17th, 7pm at J&K Halfmoon
10. Nikki made a motion to adjourn meeting, Debbie seconded at 9:21pm.