

HINCKLEY FESTIVAL ASSOCIATION NFP

PO Box 657, Hinckley 60520 email: hinckleyfireworks@gmail.com

Date: June 7, 2018

Time: 6:58pm

Location: Brian's Pizza

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—absent
2. Approval of minutes from May 22, 2018 meeting:

Debbie motioned to approve secretary minutes from the May 22nd meeting, no corrections needed. Nikki seconded it. Motion carried
3. Approval of Treasurer's Report
 - a. Expenditures and deposits reviewed.
 - b. Fisherman's Inn refunded our deposit from our original Auction & Gala.
 - c. Balance as of June 7, 2018: \$19,731.48
 - d. Nikki motioned to approve treasurer's report as of June 7, 2018. Debbie seconded it. Motion carried.
4. Day of Fest
 - a. Friday set-up time-5pm
 - i. Paint spots for vendor booth areas, food trucks, band area
 - b. Saturday set-up time- 9am
 1. Tables and chairs/ tent set-up
 2. Place sponsor signs/hang signs
 3. Decorate/ lights-band
 4. Car Show set-up, table, raffles
 - c. Everyone's designated job Saturday: (If you want to do it)
 - i. Car Show-Annette Gavin, Mike G, 1-2 more
 - ii. Parking & Placement of Food Trucks & Vendors- Rodney Davis
 - iii. Volunteer Coordinator- Liz
 1. 3 entrances, 2 hour blocks (2-4, 4-6, 6-8)
 - iv. Band, Bounce House, Pony Ride, Petting Zoo (paying them) - Nikki

- v. Pyrtotech Co/Anthony- Joan
 - vi. Information Tent- selling the shirts, passing out water - Debbie
 - vii. Keeper of the money bucket - Debbie
 - viii. Oversee event on Neal's Golf Cart - Joan
 - ix. Take down crew- Teri & Company
5. Media Contacts - Liz
 6. T-shirts - Nikki
 7. Sponsors -
 8. Craft & Business Vendors – 25 vendors
 9. Food Vendors
 - a. Nikki made a motion to approve the a second ice cream vendor. Liz seconded.
Motion carried.
 10. Car Show agreement with Classic Auto Show
 11. Anything else?
 12. Next Meeting- Tuesday, June 19, 6:45pm at J&K's Half Moon
 13. Liz made a motion to adjourn meeting, Joan seconded at 8:33pm.