

## Family Fun Day Meeting Notes 4/28/2016

Meeting called to order at 7:35 PM

Present: Dana Schauf, Jean Ginn-Marvin, Deena Bruns, Steve Culver, Frank Butterworth.

### Items Discussed:

Publicity: In process. Frank will contact Karen with a copy of our tentative schedule so she can work it into an article. Steve will coordinate with Karen.

Rose has already turned in the form for advertising FFD on the Transfer Station Marquee.

Entertainment: We decided that Judy PanCoast could not be scheduled due to a limitation of time and space and that we would contact them next year about participation in our event.

Vendors: CEHS has 2 groups who are interested in participating: Class of 2017 with Cotton Candy and another group with a cake walk and Tie dye booth.

Frank will check with Garden Club about holding a plant sale.

Deena will check with the Library and Swap shop about a book sale.

Crafts and Artists: Rose emailed that she was still collecting contracts but more to come.

Activities: The obstacle Course has been booked and Karen has received a commitment from 3 people from the Courier to man it, but hoped that maybe another group might split the duties and the proceeds. Frank will ask Chris Newell to see if the CEHS volunteer group has an interest in this in addition to the face painting.

Frank will confirm that the Spurwink Rod and Gun Club will be back with their fishing demonstration at the pond.

Events: Steve Culver confirmed that the Congregational church will run the water balloon concession for the water balloon toss.

They will also run the Climbing wall again this year.

Karen emailed that the Recycling Committee has not expressed any interest in the Lobstah Roll so it will be happening only if some other group comes forward.

Steve confirmed that the CEFD are OK with the location at the end of the parade grounds where they park the engines after the parade as this will give them ample space to set up their activities.

At this point they are planning on having a virtual fire extinguisher demonstration as well as a sprinkler system demonstration.

They will sell 100<sup>th</sup> anniversary T-shirts and be giving away smoke detectors to homeowners who do not currently have them. (Sounds like a great activity!)

Frank will respond to Remax Oceanside's request to have balloon in the AM. He will confirm how the listing in our program should read.

We discussed the Riverview Foundation's request to participate at FFD and decided that we would see what space and time slot would be available for them, once we did our site walk.

The Foam event will most likely stay in the same location due to restrictions of power and water anywhere else.

Dog Show: Due to time constraints the Cape Veterinary folks who have always participated have asked Karen if this could be scheduled after 2:00 PM.

Parade: Jean confirmed that the Dixieland band is participating and will be emailing their contract directly to Frank for processing through Town Hall.

Parade Marshal: We need to continue looking as we do not have any definite confirmations for this yet. Committee members will continue to brainstorm on this issue.

Schedule of Events for the day: Forwarded separately.

Review of Rules and Regulations. We did not review these and I ask that we all look them over to see if any changes should be made. Please forward suggestions to Frank for dissemination to the committee.

Signage: We confirmed that we would like a banner hung on the tennis court fence with a schedule of events for the day. We also decided that it would be a good idea to have signs directing attendees to the locations of the various events. We decided that we should have signs strategically located to direct attendees to the events that are located on the perimeter of the parade grounds and not easily visible. This included face painting, the dog show, the petting zoo, the fishing demonstration, the foam activity, and any other event that may not be located in the parade ground area. Frank will look into signage and Dana will see if she has any resources available.

Evening Events: Dana is checking the availability of food trucks from South Portland, Jean is checking with a couple on the eastern prom in Portland and Frank will check with the existing food trucks at the Fort to see if any interest in participating. Frank will also confirm that we have no issues with existing vendor permit restrictions.

We would anticipate that they would be available from 6:30 or 7:00 PM through 9:00 PM.

Next Meeting: We will meet on Thursday May 12<sup>th</sup> at the parade grounds at the Fort at 6:30 PM to do a quick site walk to determine where we should be locating various groups and events.

We adjourned on or about 7:48 PM.