

Ashland 4th of July Committee
November 8th, 2017

Present - Fran Wendelboe, Katrina Randlett, Deb Perdue, Sue Harville, John Harville, David Ruell, Kendall Hughes, Harold Lamos,

Meeting was called to order by Fran at 7:05, the pledge of allegiance was done and Roll Call was taken. Minutes –The October minutes were reviewed, Kendall made a motion to approve the minutes, Sue Harville 2nd and it was approved by seven with 1 abstain.

Selectmen's meeting outcome – Fran went in front of the Selectmen at their meeting, asking to be put under the town as a stand-alone committee. We were approved by the Board of Selectmen 4-0.

Treasury Report – Katrina received some updated financials from Katie Maher. Business Ad Banners – there is still some outstanding money, Katie called businesses when she sent the email. Katrina will check with the town to see how accurate the current list is. There is still approximately \$1000 outstanding. Katrina stated that she thinks going forward businesses should not get banner ads if they do not pay. The Heritage Fund and Operating Account spreadsheet was passed out. There is some confusion on what the highlighted sections on this form are. It does show that Chesleys was collected on 9/15 and that all bills are paid, just missing some of the income. Based on this form there should be approximately \$29,000 in the account. Banner ads are typically due on 6/1. The printer would want the information for the sponsors so that the material could be printed in advance. Katrina will double check with both the town and Katie on the outstanding payments and Fran will call the businesses to track down the remaining payments. A spreadsheet showing the budget with actuals was passed around. This is not dated so we are not sure how up to date the actuals are. Fran mentioned she had not seen this so when she was working on budget she had not seen how much the 50/50 made and other items. Harold mentioned that a line for unanticipated funds may be an option in the budget. It can count as income because they received the service and that may be the \$816.37 difference. Kendall asked how are emergency services paid since it is not in the budget. David said it was paid through the patriot expense account with the town. We have more money than was anticipated, and areas where they were expecting to lose money it was not actually lower, it was budgeted to be lower and the amount was closer to the budgeted amount. Some categories will need to increase or be changed based on what we need to do. Fran passed out 3 pages with budgets dated back to 2010. Based on the numbers from previous years we were able to put numbers together for 2018. 50/50 Raffle - \$1800 Parking – previously it shows \$800 we are not sure what the total actually is as it has been split with aara, they will not be doing parking next year. The Ad book/banner – the book was changed to a poster last year and we may want to go back to the book. The book with the schedule printed in it could be distributed earlier and to more places that it previously had been. The cost would change on this depending on how many books were printed. There are other back stops in the park, maybe you pay a different price depending where you are. If the main backstop was oversold could it be extended? In the 2018 budget agree that the banner should budget for \$6000 and the book for \$4000. The buttons and canisters we agreed to keep where they were at \$1000 and \$1500. The pancake breakfast – it is very dependent on the weather, increased the budget to \$2500, agreed to talk with the Common man and see how we can

be more helpful, perhaps act as the host and help to sit guests. Chesleys – keep at \$2750. We are not sure how they have been doing the last few years. It would be nice to see a contract and check to see the exclusiveness of this contract. Expenses, Ad Book – suggest going higher to have more printed for distribution - \$1000. Advertising – give \$200 in case we need it. Buttons - \$500. Chum - \$500 to try to have kids games on the field before fireworks, possibly a cake walk and other games that used to be done at school fairs. Fireworks - \$14000, using the existing contract with Atlas. Music- Deb and Katrina voiced their dislike for paying the singers, feel it should be an honor for a student. The budget was increased to \$1000 to increase bands. Harold suggested White Steer as a local band who is very good and affordable. Mary Ruell Award to stay the same. Parade – increase to \$1500 would like to ask the high school to participate. Prize money to try to create excitement and do prizes in town. David suggested a new line for decoration prize. Decided to keep the prize money the same and create new line for patriotic decorating at \$200. Postage- keep the same. Printing & graphics raise to \$800. T-shirts – Kendall mentioned he would like to see these come back, and others agreed. Penciled in at \$1000 and added an income line to \$2000. Toilets leave the price. David read the final numbers to create total - \$22045 in expenses and \$21,500 income. Our numbers for income are very conservative as we are all new to the board.

Fireworks Contract- needs to be signed by 12/1 and the payment is due in January. There was a discussion about the shells that are shot off. Last year the entire finale could not be seen everywhere on the field because some smaller shells were used, and they did not go high enough for the front of the crowd to see over the trees. Kendall would like to have a discussion with Atlas about this.

Draft of Rules of Procedures – this was brought up at the selectmen’s meeting. Fran has made a draft based on some of the items in the Heritage Committee rules of procedures. A few changes were made to the wording. A motion was made to adopt the Rules of Procedures as amended by Sue Harville, 2nd by Kendall Hughes, all in favor.

Meeting was adjourned. There will be no December meeting. The next meeting will be January 10th.