

**Ashland 4<sup>th</sup> of July Committee  
minutes  
March 27, 2019**

Present –Fran Wendleboe, Kendall Hughes, Katrina Randlett, Deb Perdue, Sue Harville, John Harville, David Ruell, Harold Lamos, Becky Hartley, Guests – Brendon Hach Boy Scouts Pack 56, Samantha Leahy M&P Insurance

6:30 Meeting called to order. The pledge was done. Attendance was taken by sign in sheet. Kendall made a motion to approve the minutes from last month's meeting, 2<sup>nd</sup> by Sue, all in favor.

Fundraising chair for the Boy Scouts pack 56 Brendon is here to discuss an idea of doing tye dye shirts, they would also like to march in the parade. We will circle back to this discussion when we get to shirts.

Insurance- Samantha Leahy who works with M&P insurance, and also works closely with Sherry Norman, together they have reviewed our policy. The policy states that any event sanctioned by the town of Ashland is covered. Vendors are self-insured, there is no need for other insurance because there is nothing else to insure. The venue is insured as town property. Primex acknowledged this with a letter a few years ago and the coverage has not changed. One suggestion was to ask Atlas fireworks to add the Ashland School as an additional insured. She also suggested that we make sure all the vendor certificates are up to date, and that we provide Primex with copies, so they can endorse if needed. Katrina asked about liability if a volunteer is injured and it was explained that they would be covered.

T-shirts – Kendall had a conversation with Brendon from the boy scouts to see if they may be interested in doing a tie-dye shirt booth using plain white shirts in kids sizes, or a customer could buy a 4<sup>th</sup> of July shirt and tie-dye that as well. The boy scouts said they were also considering having bandanas to have something at a lower price point. The committee decided this sounded like it could be a fun activity for kids. There is a parent of the boy scouts who has tye dye experience. They would like to be included in our promotional items, and would be open from 5-8. Kendall envisioned they would be set up on the grass near the basketball courts. Brendon told us his group is boys between 1-5<sup>th</sup> grads so they would need to have heavy parent involvement. Brendon will bring this to the boy scouts as a potential idea for them and will report back to us next month whether they will be able to gather enough volunteers, and have enough interest.

Treasury Report –As of our latest bank statement, we have received \$500 for the ad book, and \$125 for banners, \$300 for the food truck vendors. The Atlas check did clear, The current balance is \$16,062.60. There is a deluxe check charge on the statement with a note from the town treasurer that says we will be credited back. David made a motion to accept the treasury report as presented, 2<sup>nd</sup> by Harold, all in favor.

Old Business-

*Food Trucks* – 4 have returned contracts so far, Sue will call this week those that have not returned. Fran has the name of a BBQ truck that she has had in the past and will get the info to

Sue in case one of these falls through. Larry Chesley called both Kendall and Katrina since the last meeting. He asked Katrina if we would consider him for his Fried Dough Stand, and that he was willing to pay \$300 fee. We have already reached out to a fried dough company and will circle back with Chesleys if they decide they are not interested. Members expressed they were hesitant to use Chesleys based on the trash of the Fried Dough and beer cans that were left for the clean up crew to take care of rather than using the dumpster which was provided.

*Fundraising* – The advertising letters have been mailed out. We have had a good response so far. Our goal for fundraising is \$10,000 this is \$4500 for the ad book, and \$5500 for the banners. We currently have \$4500 committed from businesses for a combination of our ad book and our banners.

*Contracts* -Contracts for the 2 bands in the parade, True Entertainment (Chris White), and face painter were reviewed. On the face painter's contract Deb will add in Kendall's contact information, and will forward them on the appropriate contacts for signatures. Larry Walker stopped by the fire station earlier today and left his card. Kendall will call him, and let him know we are trying a dj this year, but that he is welcome to be in the parade if he wanted to.

*Shirts* – Katrina went to staples and looked at shirts. They offer single color shirts for \$5 each when you buy 96-144, 1 color screen printing, double sided, 2xl is the largest. Deb reached out to both Halo (formerly Bear Images) and Bodyworks for pricing. Halo shirts come out to be \$8.35 per shirt with a \$50 screen print and Bodyworks comes to \$8.75 and \$9.75 for larger sizes with a \$50 screen print charge. We will not do any youth sizes this year as they did not sell last year. Deb will order shirts from Halo –White shirts, double sided 2 color of our logo 25 -3xl, 25 – 2xl, 25 – xl, 15 – L, and 10-M. We will sell at \$15/ piece

*Mary Ruell Award* – Sue has written an article it was read, a few changes were made, it is ready for the brochure

*Grand Marshall* – Sue has written an article that was also read, no changes were made, it is ready for the brochure.

New Business

Purchases

*Signs* – Kendall has spoken to the electric company about telephone poles signs, they may be a possibility, we need to look into it more and look into pricing. Signs we need to order – Fireworks parking ahead \$5 – 4 of these, directional size signs that say Food Truck Festival, we would also want one that Make Your Own Tye Dye T-Shirts, if the boy scouts commit. Order a new Banner that says – Celebrate Independence Day with Ashland July 3<sup>rd</sup>& 4<sup>th</sup> – We will discuss Parade Prize signs next month.

*Vests* – Deb found some on Amazon, Becky will look into this and report back next month

*Flashlights* – Becky will look into some of these and report back, Kendall has also reached out to Rick at Ashland Lumber and will report back.

*Trash bands* – Deb will order 40 trash bands from Amazon.

Other Business –

Kendall will speak to Charlie about insurance and volunteer forms