

**Ashland 4<sup>th</sup> of July Committee**  
**Minutes**  
**June 11, 2019**

Present –Fran Wendleboe, Kendall Hughes, Katrina Randlett, Deb Perdue, John Harville, Sue Harville, Harold Lamos, Ann Barney, Caroline Gosse, Lynne Uhlman, Shannon Hartley, Charles Smith, and 3 members of the public as volunteers

6:36 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 John, 1 abstain, all others in favor.

Guests who were here for the volunteer meeting introduced themselves.

Volunteer Sign Up – Kendall explained the field set up, how the events would proceed, and volunteers needed. We need volunteers for Kids games, playground monitor, packing up after the fireworks, merchandise sales, Parking, Field and School Cleanup at 6:00 in the morning on the 4<sup>th</sup>. Strawberry slicers, set up, runners, and sales for the pancake breakfast, parade lineup, animal cleanup during the parade, and volunteers for advance booth sales. Volunteers and committee members then took a break to sign up for these jobs.

Treasury Report – Katrina had to leave early tonight but Deb went over both the rolling budget and where we stand with current budget items. As of 5/31 We have received most of the payments from the food trucks, and advertisers, and more deposits have been made since the May Bank Statement. The balance as of May 31<sup>st</sup> is \$23,665.78. There was a discussion about what vendors we will need to pay for the events, and also check requests and reimbursement forms were signed. Harold made a motion to accept the report as presented, 2<sup>nd</sup> by Kendall.

Finalizing Event Details

Kendall & Ann will present to the Selectman at Monday's meeting.

Parking – Ann will be in charge of parking again this year. The church as said they would provide approximately 10 volunteers who can help with parking. The agreement with Freudenberg is done, Kendall has the agreement for Horsch and will get it signed when we see them there next. DPW will get the barriers that will be used to separate La Catrina parking from the post office parking lot.

Field – we are not sure about Sharky's, Kendall spoke with him today and said it wasn't going well for him. We also added the Dole Whip truck that has been in the area locally. This gives us 11 trucks.

Kendall, Deb, John & Sue met with the National Anthem singer, and also with Chris White, They are all set, Apple Pie Baking Competition – we have identified the 3 judges, we have commitment on 3 prizes. The 50/50 tickets will be ready soon. Alex's sign and flag we need to double check to see if they have found it.

Parade – The parade judges will be Harold, Art Harriman, and Theresa Merrifield. At the selectmen's meeting, 2 of the selectmen said they would ride on a car in the parade. An example of a ribbon was shown by Deb, committee agreed to use these for parade ribbons this year. We also will need 6 for the decorating contest. It was also discussed that every float that is entered is eligible to win even if the business owner is a committee member. Bands in the parade will not be arriving early. They will arrive around 9:30, they will go to the front near the fire station and will be fed into the parade as allows.

Pancake Breakfast – we have this pretty well covered with good direction given from The Common Man. Cleanup - Shannon has a sweeper he will use to do the school field with; we are in good shape for having people come to do work at the field in the morning.

Decorating contest - Fran passed out a sample rule list. Changes were agreed upon. The judging time was discussed and decided to be 7-9. Fran will work on judges. Fran made an advertising page for it, Deb will work on sprucing up the flyer.

Advertising Update – Deb has been working on collecting banners and payments. They will go up next week.

#### New Business

Last minute purchases – Sue suggested we have signs made for the porta potties, Deb will work on these. Katrina will order lanyards and trash bags and submit for reimbursement. Deb also mentioned we might be missing the grand marshall banner for the parade, Deb will check and order a new one if needed.

Deb will make the name badges so they are ready for event staff.

Other Business – This will be our final meeting before the event. We have a lot of members away on the 26<sup>th</sup> and we seem to be in good shape.

Fran announced this was the 2 year anniversary since this new committee joined and she thanked everyone for stepping forward.

Harold made a motion to adjourn, 2<sup>nd</sup> by John.