Town of Fairview

FAIRVIEW PARK EVENT COMMITTEE

Agenda

November 7, 2019 @ 6:30 p.m.

Meeting will be in the Fairview Town Hall Meeting Room

1. Call to order ---*Chairman Thomas*
2. Public Comments:
3. Business:
    - Winter Festival Sub-Committee Reports
4. Approval of Previous Minutes:
    a. October 10, 2019---Regular meeting
5. Adjourn

WINTER FESTIVAL 2019

- **Children's Entertainment:**

- **Custodian:**

- **Decorations:**

- **Food:**

- **Parking:**

- **Sound System:**

- **Advertising:**

Town of Fairview
Fairview Park Event Committee Meeting
October 10, 2019

The following Fairview Park Event Committee members were present: Lisa Thomas, Tracy Biggers, Gayle Brock, Scott Cuthbertson, Theresa Donaldson, Todd Donaldson and Spencer Thomas

Others present: Teresa Gregorius, Town Clerk

Public Comments

None

Items of Business

A. Recap Fall Festival

The Committee recapped the festival and the following points were discussed:

- Purchase pumpkins from a produce company (already crated and any leftovers can be returned)
- Change up some of the children activities
- Further discuss the vendor application and start charging for booth space
- Further discuss continuing using only local music groups

B. Winter Festival Planning

Mr. Paul Scoggins spoke to the Committee regarding his willingness to supply items for the Winter and Fall festivals. Items include cow train (seats 5), trolley (seats 25), Cinderella and Charleston carriages (seats 2-4), and horseback rides. The Committee thanked Mr. Scoggins for his generosity and will contact him once final arrangements for the winter festival are complete.

Chairman Thomas asked the Committee for suggestions on the theme for this year's festival noting that last years was Back to Bethlehem. The Committee decided on keeping the Back to Bethlehem theme again this year.

The Committee discussed the hours of the festival and decided on 4:00 to 7:00 PM.

- Children's Entertainment: children singing carols, letters to Santa, trolley ride, stockings
- Custodian: Park Facility Committee
- Decorations: live Nativity scene again this year; decorating on December 13th
- Food: Benton's Crossroads – hot chocolate and cookies; Bethlehem Presbyterian – coffee and donuts

- Parking: Gayle Brock checked with Hometown Heroes and they asked if they could sell Christmas trees at the festival. The Committee discussed and decided since there would be no other vendors allowed the group could not sell trees. Gayle will check and see if they will still be interested in parking the cars.
- Sound System: Chairman Thomas reported that she is working to get DJ Jimmy Huntley again this year.
- Advertising: Banners will be put up November 1st.

Tracy Biggers suggested making a little lantern (she had example) for each child.

C. Minutes

Scott Cuthbertson made a motion to approve the September 5, 2019 minutes. Tracy Biggers seconded the motion. Committee members Thomas, Biggers, Brock, Cuthbertson, Theresa Donaldson, Todd Donaldson and S. Thomas voted yes (7-0).

Chairman Thomas adjourned the meeting.

Respectfully submitted,

Teresa Gregorius Town Clerk	Lisa Thomas Chairman

Approved this _____ day of _____, 2019

DRAFT