



# Town of Fairview

## FESTIVAL COMMITTEE

---

### Agenda

September 26, 2017 @ 6:30 p.m.

**Meeting will be in the Council Meeting Room**

1. Call to order --- *Chairman Wilfong*
2. Public Comments:
3. Business:
  - Sub-Committee Updates
4. Approval of Previous Minutes:
  - a. August 29, 2017--- Regular meeting
  - b. September 12, 2017 --- Special meeting
5. Adjourn

- **Children's Entertainment – Lisa Thomas**

(1) duck races, (2) peddle tractor pull, (3) face painting (by Piedmont High art students with town providing art supplies), (4) hay bale bowling alley, (5) tic-tac-toe boards using small pumpkins as pieces, (6) fall photo booth, (7) scavenger hunt around the park, (8) "dress" the scarecrow, (9) art station for decorating journey/walking sticks, (10) apple bobbing, (11) art station to paint pumpkins, (12) barrel ride. Fairview mascot, Wildcat Willie will also make an appearance.

Giveaways: Toy John Deere tractor & trailer

Toy from James River Equipment

- **Food Vendors – Gary Wilfong**

4 food vendors

- **Custodian – B. B. Haigler**

ordered 4 port-a-jons, 2 wash stations and 7 large trash containers at a cost of  
**\$600.00**

2 golf carts lined up

3 gators

Boy Scouts Troop 316 will help with the Festival

- **Craft Vendors – Wendy Nielsen**

18 craft vendors

- **Parking – Arnold Price**

Fire department will assist with parking

- **Music – *Tilden Belk***

10: 30 AM Benton's Cross Roads USO Show (1 ½ hrs)

12:30 PM Maggie Aldridge & Friends

2:30 PM Pine Ridge Boys

- **Advertising – *Tilden Belk***

Radio (2 local radio stations)

Signs

Flyers (1500)



**Town of Fairview  
Festival Committee Meeting  
August 29, 2017**

The following Festival Committee members were present: Gary Wilfong, Tilden Belk, B.B. Haigler, Arnold Price, Wendy Nielsen and Lisa Thomas (left before meeting was adjourned)

Others present: Teresa Gregorius, Town Clerk

**Public Comments**

None

**Items of Business**

A. Sub-Committee Updates:

- Children's Entertainment: Lisa Thomas

Ms. Thomas reported that she has inquired about bounce houses and found one that can be rented for the duration of the festival for \$225.00 including setup. Other activities Ms. Thomas suggested were: (1) duck races, (2) peddle tractor pull, (3) face painting (by Piedmont High art students with town providing art supplies), (4) hay bale bowling alley, (5) tic-tac-toe boards using small pumpkins as pieces, (6) fall photo booth, (7) scavenger hunt around the park, (8) "dress" the scarecrow, (9) hayride, (10) art station for decorating journey/walking sticks, (11) hay bale slide, (12) apple catapult, (13) art station to paint pumpkins. The committee discussed and decided there would not be enough room for the hayride and the hay bale slide may involve more liability that the town would want to risk. Ms. Thomas stated that between her church and the Piedmont High School art students she should have enough people to man the various activities. Ms. Thomas also asked about what type of funding she would have at her disposal.

Tilden Belk made a motion to let Ms. Thomas choose the activities from the list she provided and report back to the committee at the next meeting which ones would be used. B.B. Haigler seconded the motion. Committee members Wilfong, Belk, Haigler, Nielsen, Thomas and Price voted yes (6-0).

B.B. Haigler made a motion to approve \$1,000.00 for the Children's Entertainment items. Tilden Belk seconded the motion. Committee members Wilfong, Belk, Haigler, Nielsen, Thomas and Price voted yes (6-0).

- Food Vendors: Gary Wilfong

Mr. Wilfong reported that there were currently two food vendors signed up for the Festival.

Arnold Price reported that Zion United Methodist Men's Club will have a tent and sell hamburgers and hot dogs.

- Custodian: B.B. Haigler

Mr. Haigler reported that he has ordered 4 port-a-jons, 2 wash stations and 5 large trash containers at a cost of \$600.00. He has 2 or 3 golf carts lined up, 1 gator and will check on securing another gator.

- Craft Vendors: Wendy Nielsen

Ms. Nielsen reported that we have 11 craft vendors signed up and she received a call this afternoon about another one. She will contact the hospital and see if they can set up a tent to do blood pressure checks, small giveaways. Ms. Nielsen will purchase metals for tractor pull winners.

- Parking: Arnold Price

Mr. Price will check with the fire department regarding having standby first responders.

- Music: Tilden Belk

Mr. Belk reported that the 3 acts performing will be Benton's Cross Roads USO Show, Maggie Aldridge & Friends and Pine Ridge Boys. In speaking with the groups they questioned the type of sound system to be used so Mr. Belk spoke with Holloway Music and designed a system that would work for our venue. The cost to rent the equipment and sound operator for the entire time of the Festival would be \$1,659.33.

B.B. Haigler made a motion to approval the rental of the sound system. Wendy Nielsen seconded the motion. Committee members Wilfong, Belk, Haigler, Nielsen and Price voted yes (5-0).

Mr. Belk noted that previously it had been mentioned that staff should wear t-shirts and he suggested instead of t-shirts get vests. The Town Clerk will check into the costs of the vests.

- Advertising: Tilden Belk

Mr. Belk will word the Festival Flyer and the Town Clerk will customize it and bring it to the committee at the next meeting. The flyers will go out to Fairview and Unionville Elementary schools. Flyers will also be put at several locations around the town. Mr. Belk will also have several posters made as well as banners to go at major intersections in town.

B. Minutes

B.B. Haigler made a motion to approve the minutes of the July 25, 2017 meeting. Wendy Nielsen seconded the motion. Committee members Wilfong, Belk, Haigler, Nielsen and Price voted yes (5-0).

B.B. Haigler made a motion to adjourn the meeting. Tilden Belk seconded the motion. Committee members Wilfong, Belk, Haigler, Nielsen and Price voted yes (5-0).

Respectfully submitted,

---

Teresa Gregorius  
Town Clerk

---

Gary Wilfong  
Chairman

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017



**Town of Fairview  
Festival Committee Meeting  
September 12, 2017**

The following Festival Committee members were present: Gary Wilfong, Tilden Belk, B.B. Haigler, Arnold Price, Wendy Nielsen and Lisa Thomas

Others present: Teresa Gregorius, Town Clerk

**Public Comments**

None

**Items of Business**

A. Sub-Committee Updates:

- Children's Entertainment: Lisa Thomas

Ms. Thomas listed the activities for the children:

- duck races
- peddle tractor pull,
- face painting (by Piedmont High art students with town providing art supplies)
- hay bale bowling alley
- tic-tac-toe boards using small pumpkins as pieces
- fall photo booth
- scavenger hunt around the park
- "dress" the scarecrow
- art station for decorating journey/walking sticks
- apple bobbing
- art station to paint pumpkins
- barrel ride
- pie throwing (Fairview Elementary Faculty are the targets)
- Fairview Elementary mascot, Wildcat Willie will also make an appearance.

Ms. Thomas suggested producing a "Passport Card" to give to each child as they enter the Festival that lists each of the games/activity stations. As the children go from station to station their "Passport Card" is checked off and when they leave they turn in their

“Passport Card” for a small treat bag. The prizes given by Mr. Belk and James River Equipment will be given away by a drawing of all “Passport Cards” that are turned in.

Ms. Thomas stated that the \$1,000.00 approved at the last meeting may not be enough to cover all of the expenses for the games and also place some fall decorations in various areas around the park. Mr. Wilfong added \$500.00 to her budget.

Arnold Price reported that he had spoken to Lane Griffin about furnishing hay bales and Mr. Griffin offered to deliver and pick up the hay bales for \$100.00. He will only charge for the bales if they are broken or rained on.

- Food Vendors: Gary Wilfong

Mr. Wilfong reported that there were currently three food vendors signed up for the Festival. Gene Ward (BBQ) has agreed to participate but has not yet filled out his application.

- Custodian: B.B. Haigler

Mr. Haigler reported that he has ordered 4 port-a-jons, 2 wash stations and 7 large trash containers at a cost of \$600.00. He has 2 stretch golf carts and 3 gators lined up.

- Craft Vendors: Wendy Nielsen

Ms. Nielsen reported that we have 15 craft vendors signed up. She contacted Novant hospital but they are already committed for the Festival date. She purchased the metals for the peddle tractor pull winners.

- Parking: Arnold Price

Mr. Price reported that the fire department will assist with the parking. He stated will need a couple of directional parking signs.

Mr. Price noted that there was not a lot offered for the adults and he offered to set up a military jeep replica he built. The Committee was in favor of the idea.

- Music: Tilden Belk

Mr. Belk reported that Holloway Music is lined up to provide the sound system for the music acts and separate smaller system for the opening ceremony at the flag poles.

- Advertising: Tilden Belk

Mr. Belk will be contacting the two local radio stations. The Town Clerk will put together an itinerary to add to the back of the festival flyer. Mr. Belk will meet with a printer next week regarding flyers, signs and banners. He will also check the pricing for advertising in the newspaper.

Gary Wilfong stated that he is working on getting a fly over by Tinker Belle if the Committee is agreeable. The Committee asked him to pursue it.

B.B. Haigler made a motion to adjourn the meeting. Tilden Belk seconded the motion. Committee members Wilfong, Belk, Haigler, Nielsen, Price and Thomas voted yes (6-0).

Respectfully submitted,

---

Teresa Gregorius  
Town Clerk

---

Gary Wilfong  
Chairman

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017