



Town of Fairview

PARK-REC & EVENT COMMITTEE

Agenda

September 6, 2018 @ 6:30 p.m.

Meeting will be at the Park Picnic Shelter

1. Call to order ---*Chairman Thomas*
2. Public Comments:
3. Business:
 - Sub-Committee Updates
4. Approval of Previous Minutes:
 - a. August 2, 2018 --- regular meeting
5. Adjourn

- **Advertising –**
- **Children’s Entertainment –**
- **Craft Vendors –**
- **Custodian –**
- **Decorating –**
- **Food Vendors –**
- **Music –**
- **Parking –**
- **Transportation –**
- **Volunteer Coordinator --**



**Town of Fairview
Park-Rec & Event Committee Meeting
August 2, 2018**

The following Parks & Recreation Advisory Committee members were present: Lisa Thomas, Larry Carter, Scott Cuthbertson, Mike Medlin, Wendy Nielsen and Bill Riffle

Others present: Teresa Gregorius, Town Clerk

Public Comments

None

Items of Business

A. Sub-Committee Updates

Advertising/Lisa Thomas: All the signs are at the printers to change the dates and will be ready by Labor Day. Ms. Thomas has reached out to Gordon Funeral Home and Hartsell Funeral Home and both have expressed a desire to help out with the festivals. Gordon's has agreed to furnish the cost of printing the 2000 flyers and 25 11x14 posters which will be approximately \$350-400 with the stipulation that they be the only funeral home represented. At this time, Hartsell has not been back in contact with Ms. Thomas as to what they would be willing to do. The Committee discussed and decided to accept Gordon's offer and ask Hartsell if they would like to help with the Winter Festival.

Children's Entertainment/Theresa Donaldson: Ms. Thomas reached out to Chick-fil-a about the cow coming to the festival. They will get back to her regarding the cow appearing and also about providing coupons and/or small toys. The Committee discussed and agreed to purchase 12 tents for the various kids' activities.

Craft Vendors/Wendy Nielsen: Received 4 vendor applications so far. Please let Ms. Nielsen know if there are any vendors you would like for her to contact.

Custodian/Bill Riffle: Researched the price for purchasing two-way radios for the staff to use during the festivals and 10 radios would be approximately \$150.00. The Committee discussed and agreed to purchase the radios.

Decorating/Rita Price: Lisa Thomas reported that Ms. Price will not be able to head up the decorating committee and Spencer Thomas and Tracy Biggers will be heading up the decorating for the Fall Festival.

Food Vendors/Todd Donaldson: No Report

Music/Lisa Thomas: Brian Hinson has agreed to provide the sound system to use the entire day for \$1,500.00. The Town of Midland has offered to let the town use their portable covered 14x36 stage for both the fall and winter festivals. The Town of Fairview would be responsible for moving the stage back and forth to Midland. Mr. Cuthbertson will research the cost of moving it.

The entertainment schedule for the day is as follows:

10:00 – 11:00	Hosanna
11:00 – 12:00	Benton’s Crossroads
12:00 – 12:30	Oak Creek
12:30 – 2:00	Village Green
2:00 – 3:00	Pine Ridge Boys
3:00 – 3:30	Fairview Elementary School Children
3:30 – 4:00	Charlotte Dance Alliance
4:00 – 5:00	Maggie Aldridge

Ms. Thomas will reach out to the scout troop and see if they can camp out overnight on Friday night before the festival again this year.

The Committee discussed the opening ceremony and agreed to have the opening act perform the National Anthem and Mayor Thomas will have opening comments.

Parking/Mike Medlin: Working on his helpers and he has the parking signs that were used last year. Mr. Medlin is currently working on getting an additional overflow parking area.

Volunteer Coordinator: Ms. Thomas set up a “signup genius account” so that volunteers can go and signup to work. All of the events are posted and how many people are needed.

Transportation/Scott Cuthbertson: Will work on obtaining golf carts and utility vehicles.

The Committee discussed having a cleanup day at the park before the festival. Everyone agreed on September 15th at 7:00 AM.

Ms. Thomas reported that she had received correspondence from a resident regarding the ducks at the pond. The resident expressed concern about individuals feeding the ducks bread and suggested that Carolina Waterfowl Rescue should be contacted to check on proper feeding of the ducks.

The town clerk updated the Committee regarding memorial items that could be purchased for the park. At the park grand opening ceremony applications for memory benches and trees were offered at a cost of \$1,000.00 and \$500.00 respectively but no applications were ever

received. Carolina Recreation and Design has quoted a price of \$1,134 for the benches like the ones currently at the park. This price would not include assembly, installation or memory plaque. The Committee discussed and decided to revisit the memorial offerings at the first of the year.

B. Minutes

Wendy Nielsen made a motion to approve the July 12, 2018 minutes. Scott Cuthbertson seconded the motion. Committee members Thomas, Carter, Cuthbertson, Medlin, Nielsen and Riffle voted yes (6-0).

Lisa Thomas adjourned the meeting.

Respectfully submitted,

Teresa Gregorius
Town Clerk

Lisa Thomas
Chairman

Approved this _____ day of _____, 2018