

HCCE MINUTES

Wednesday, 8/7//2024, 6:03 pm

Meeting location: Upper Town Hall

Type of Meeting Regularly Scheduled

Members Present: Jack Rowe

President Linda Carter

Liaisons Present: Alex Robertson

Vice President Sandy McKnight

Chief Potesta, Dave Byers

Financial Secretary Kathy Camp Burke

Additional Attendees: Kelly Watts

Secretary Carol Parker

Minutes Review- Approved 7/10/2024 minutes

Financial Report- \$7,799 in 2024 budget for beer servers' tips/donations reappropriated to bands and sound system. \$1,300 cash machine fees to HCCE 4th of July

Liaison Reports – Chief Potesta approved BBQ Main Square Park layout. Alpine has 4 less rides and there are less vendors than the 4th of July This is a consideration for the police schedule. :’No Weapons’” posted at entrances. Alex Robertson will follow up on the Town Council’s approval of the HCCE By-Laws. He will request that Big Frank’s beer vendor make credit card use available at the BBQ Beer Garden, customer to pay the fees. Pay Big Frank’s at the conclusion of the three day BBQ. Put forth a Town Ordinance for DORA ‘Designated outdoor refreshment area”. Alex will store HCCE materials at Fuzzyline ~10’X10’X8’ space is required.

Additional Topics Presented – Budget discussions for 2025 including an increase - Send justification for a 2025 budget increase to ~\$150,000, to Alex through Linda

Old Business (Committee Reports)

Town Wide Yard Sale – 8/24 & 8/25 – Giant banners to be on display at Kennedy Ave., Cline Ave., Ridge Rd., and Main St.

BBQ Fall Festival:–

Kathy -Vendors - 12- Food vendors, 7- Craft Vendors, 4 Information vendors

Sandy -Bands approved \$10,999 by Alex Robertson and Town Council. Patron tables outside of beer pour.

Carol – Kiddie Activities for BBQ Approved: 1. American Warriors - \$100. 2. I Dig Dinos - \$100. Both require a microphone for Saturday/Sunday from 12:30-1:30 for activities.

Approved: 4 -H sticks for 2 sponsors \$64. Sponsorship banners to be secured to the fencing and gazebo handrails at Main Square Park during BBQ, Trunk or Treat, and Santa parade.

Linda - Special needs day, Sunday, Sept. 15, 12- 2 pm. Decorate HCCE table , include a sign: Information, lost and found, kiddie ID bracelets, future events...

New Business –

- 4th of July follow-up: Town paid beer vendor for ice that was not included in the contract. Products other than beer sold by the beer vendor shall be included in the contract. Some electric outlets in Main Square Park require service. The 2- cash stations yielded \$1,300 profit at the 4th of July and will be repositioned at the same locations.
- Approved: 3-Honorariums for \$100 each (July 4th Festival): 1. St. Joseph College, 2. Rick Trater, 3. Seth Leon.
- Key Club to help with 2024 Events happening during the school year – email w/details sent to Jodi Olah; for. BBQ Trunk or Treat, and Christmas Parade volunteers
- Protocols for HCCE Town Hall-mail - Designated committee chair-person picks up relevant paperwork to the committee only, notify other committee chairs, if needed.
- Records for HCCE- Event emails, documents, and contracts to be filed in the corresponding folder found on the HCCE website.
- Actively recruit new HCCE members.
- Approved Panorama advertising for August/September, \$250. Advertisements for Trunk or Treat and Santa Parade - Gazebo, Town website, Facebook, flyers, Park's digital billboards and Panorama; contact schools
- Business tree contest ideas present to Main Street Aug. 14
- Trunk-or Treat - Preregister trunks, on Town web site and contact schools
- Approved: Kathy Camp-Burke's resignation as HCCE Secretary Treasurer and Jack Rowe as the replacement HCCE Secretary Treasurer for the remainder of the 2024 year.

Next Meeting - September 4, 2024, 6:00 pm

Adjournment - 8:05 pm

Prepared by HCCE Secretary Carol Parker

Updated Aug. 26, 2024