

# HCCE MINUTES

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Wednesday, 9/4/24, 6:04 pm

Meeting location: Upper Town Hall

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Type of Meeting	Regularly Scheduled	Members Present: Kathy Camp Burke
President	Linda Carter	Liaisons Present: Trevor Kinley
Vice President	Sandy McKnight (not present)	Cmdr. Banasiak
Financial Secretary	Jack Rowe	
Secretary	Carol Parker	

**Minutes Review-** Approved 8/07/2024 minutes

**Financial Report-** \$15,000 additional funds from HCCE account to be added to budget. HCCE 2025 increased budget to be presented to Council for approval.

**Liaison Reports** –Cmdr. Banasiak: Approved 2025 HCCE calendar of events. Police announcements of Park rules during BBQ. Designated handicap parking on Highway Ave. adjacent Main Square Park. Alpine to continue with line queues for rides.

Trevor Kinley: Extension cord for Dino presentation, 4- 8’ tables for HCCE booth and beer garden. Beer Garden modified layout to be implemented.

## **Additional Topics Presented –**

- Approved the HCCE 2025 calendar of events.
- HCCE Honorariums to be paid after Town receives tax documents.
- Storage space required for HCCE inventory; plan shelving for totes in Town Hall building plans. Fuzzyline Brewery storage is not sustainable.
- Contact NWI Times for Town Events’ articles
- Key Club to help with 2024 Events happening during the school year . Linda will confirm BBQ Trunk or Treat, and Christmas Parade volunteers

## **Old Business (Committee Reports)**

**Town Wide Yard Sale** – 100 entries in Aug., 2024. Approved: 2025 Community Sale weekends to be held Fri-Sat.(not Sunday), May 9-10, Aug. 21-22., 2025.

**BBQ Fall Festival:**– Approved: HCCE and Beer Garden booth decorations. Signs to be made for beer garden, “3% added to credit card sales”. Jack Rowe to MC Fri.-Sat., Sun. TBD. Confirmation of BBQ ATM machines sent and requires approval from Council. Credit cards to be used at the beer garden. Signs to be made for the beer garden, “3% added to credit card sales”. Signs for vendors west side of Main Square parking lot, bands assigned to east side of lot.

Kathy -Vendors - 29- Food vendors, 17- Nonfood vendors. Vendor trailers set-up from 4-8 pm Sept. 12, inspections Sept. 13, and vendors take-down Sept. 15.

Carol –Microphone required on stage for 12:30 pm scheduled children programs

Linda - Volunteers schedule is forthcoming. Re-advertise special needs applications for ride time.

**Trunk or Treat** - Request food and drink truck vendors. Highland Key Club volunteers to oversee games (sucker pull, boo buckets, cake walk, bowling, corn holes...) Call past trunk participants distribute the application to businesses.

### **New Business –**

- Approved business 'Holiday Tree Decorating Contest', applications to be distributed. Signs to be distributed to businesses, and plaques awarded to winners.
- Cultural Fest to follow Trunk or Treat Oct. 18 or 25, 2025. Food samples and music from a variety of cultures.
- Winter Wonderland Dec. 31, 2025- research other community events for ex; fire pits, horse and carriage rides, snow globes...
- Drone Show approved by Council - July 4th, 2025 Festival. Give input to drone show design, including a clear conclusion, and a delayed start time ~9:15 pm (dim Alpine lights)

**Next Meeting** - October 2, 2024, 6:00 pm

**Adjournment** - 8:45 pm

Prepared by HCCE Secretary Carol Parker