

**Riverfest Meeting**  
**May 2, 2019 at 7:30 a.m., Pizza King**

Committee Chair Katie Hickey called the meeting to order with the following people present: Tina Hurley, Erica Colegrove, Toby French, Deena Yale and Gary Andrews.

Katie started the discussion with event needs. There was discussion of purchasing themed ducks and beads for giveaways. Deena mentioned that she will be purchasing car coasters for the car show and also to sell to the public at the car show tent.

The decision was made to have a paid emcee for the event again. Katie is going to contact Carolina from Adam's Radio Group about having her as the emcee as well as ask for their annual in-kind advertising sponsorship.

The first draft of the schedule is going to be sent out soon. All entertainment (children's and the main stage acts) have been finalized.

Katie has reached out to the Seaford NJROTC and they will have several small groups volunteering throughout the day. Tracy & Annette reached out to the local school district and will be helping host another coloring and essay contest. Winners will have their essay and art published in the Riverfest Books which will be distributed at the event and in the Seaford STAR newspaper.

Erica updated the group on Sponsorships (\$10,000) and Vendors (\$2,500).

We discussed trash & porta john vendors, and if they will need to be bid or just use the same vendors on the City's current contracts. Katie is to confirm with Mike Bailey if the DeIDOT Special Event permit has been submitted yet. Toby suggested to have a shuttle that runs from an outside location to handle the excess parking during the event. Possible run time would be from 9am – 5pm.

With no further discussion, the meeting was adjourned.

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Katie Hickey, Committee Chair