

Riverfest Committee Meeting

June 7th, 2018 at 7:30 a.m.

Committee Chair Katie Hickey called the meeting to order with the following people present: Tracy Torbert, Shannon Passwaters, Charles Anderson, Mike Mulvaney, Deena Yale, Erica Colegrove, Toby French, Annette Cole, Alan Cranston, Hannah Henderson, Gary Andrews, Mike Bailey, Jessica Perry and Tina Hurley.

Katie reported that all petty cash needs and/or changes must be turned in to Erica by July 2nd. A winner was chosen for the Coloring Contest & Essay Contest and prizes will be provided by Lynn from the Western Sussex Chamber of Commerce. Katie added that the winner of the coloring contest will be the cover of the Riverfest Booklet and the winner of the essay contest will be featured in the Riverfest Booklet. Mid-South Audio will be setting up Friday evening again due to an early lineup starting on Saturday. Lt. Bohn will take care of the “no parking” signs in order for them to be able to set up.

The committee discussed trash and morning/evening clean-up. Gary will be in charge of the logistics this year, assisting in set up and in breaking down certain events that end earlier in the day. Katie has made the decision to only borrow 4 golf carts this year for trash rather than 6 due to a smaller event time-frame. Katie reported that flyers for the event should be ready by 6/15 along with the program articles for the Riverfest Booklet to Morning Star Publications.

Toby French from Downtown Seaford Association announced that the Window Decorating Contest will be held on July 11th; judging will be done by the Mayor and City Council.

Katie then asked for committee reports. Charles and Mike Mulvaney informed the group that there was enough inventory of tubes and life jackets to cover us for this year, therefore, no new ones will be purchased this year. Charles informed Katie that both locations where people are entering and leaving the water will need to have the grass cut and trimmed beforehand by the Parks Department. Annette announced that the Hidden Idol clues have been confirmed and the idol will be hidden first thing on Saturday (July 14th) morning. Shannon stated that there are 45 vendors so far for Saturday, but expects another 15-20 to register before the event. Erica gave an updated revenue report: \$11,000 in sponsorships and \$4,000 in vendor fees. Tina reported that she has confirmed a boat for the annual Duck Dash and she has also volunteered to assist with the Float-In again this year. Mike Bailey reported that the DeIDOT Special Event Permit has not been received but should be expected anytime. He has received the quote for the road signs and will assist in road closures before the event. Deena reported that she will be purchasing car coasters rather than dash plaques for the first 150 cars in the car show. The committee decided we will also sell them at the information booths, 1 for \$3 or 2 for \$5.

With no further questions or comments, Committee Chair Katie Hickey called for a motion to adjourn the meeting. Tracy Torbert moved to adjourn the meeting, Shannon Passwaters seconded the motion; motion so passed with all present in voting. The meeting was adjourned at 8:20 a.m.

Katie Hickey, Committee Chair