

Final - Trailwest Meeting Minutes - July 7th, 2015

Issued July 11th, 2015

Location: Amir's house
In Attendance (alphabetical): Amir, Anna, Julie, Lisa, Natalie, Nishu, Sakshi, Sam

Agenda

1.0	Introductions
2.0	Garage Sale: Recap
3.0	Trailwest Discount Card
4.0	SummerFest – Sat. August 29 th , 11am to 3pm
5.0	Next Meeting

Minutes

1.0 Introductions		
<ul style="list-style-type: none"> Welcome new member Anna – (Potentially) Director of Fundraising – to be added to the site. Patrick/Allison (new addition to family) – Patrick is temporarily away, Allison is considered left for the time being. 		
2.0 Garage Sale: Recap		
<ul style="list-style-type: none"> Less people than last year \$100 in donations Lessons learned: <ol style="list-style-type: none"> Can consider centralizing next year. Potential change of date to the week before or after Bridlewood's Garage Sale. Can re-brand as a flea market and charge for table space in the ice rink. 		
3.0 Trailwest Discount Card		
<ul style="list-style-type: none"> Suggested donation \$5. 		
4.0 SummerFest – Sat. August 29th, 11am to 3pm		
<u>Planning:</u>		
Item	Task	Responsibility
4.1	Sponsorship to start immediately – Suggested Sponsors: Superstore, Shoppers, CIBC, Valecraft, Cavanagh, Walmart, Starbucks	Anna/Nishu Amir to send sponsorship contacts to Anna/Nishu
4.2	Volunteers – Previous list not found, a list containing 7-9 names with limited contact info was found. Volunteer coordinator will have to create a new list. Request to get posted.	Nishu
4.3	Invite Hubley/Mayor	Julie
4.4	Stage – Not required this year	N/A
4.5	Dance Group	Sakshi
4.6	Porta Potties	Amir
4.7	Little Ray's Reptile	Julie
4.8	Balloon Guy – No stilts this year, can consider 2 guys	Julie
4.9	Magician – Out this year.	N/A

4.10	Table/Chair Rentals	Dennis
4.11	Popcorn Machine/Bouncy Castle/Cotton Candy Machine	Amir
4.12	Permit	Sakshi
4.13	Enbridge	Sakshi to ask Patrick for info
4.14	Taekwondo/Karate Demonstration	Natalie
4.15	Yoga/Goodlife Demonstrations	Natalie
4.16	Recommendations: 2 ticket booths this year	N/A
4.17	Look Into Bracelets	Nishu
4.18	Handouts/Maps	Natalie
4.19	Fire truck/Police/Paramedic Services – Look into bylaw requirements for a group event	Sakshi
4.20	Generator Rentals – Not required	N/A
4.21	Consider: Ice cream/Freezie sales	Action Item for Next Meeting
4.22	Juice boxes – Plenty left over or Shoppers for more	Nishu
4.23	Consider: Foodbank donations for free tickets – This year needs better advertising	N/A
4.24	First Aid/Volunteer Table Table	Sam – Tables (x2) Natalie – Signage
4.25	Firetruck/Police Cars for kids to check out	Sakshi to ask Patrick for info
4.26	Save the Date/Video posting - Kevin did a video that could be used as advertising for this year to sponsors/community.	Natalie
4.27	Mailbox posters for Summerfest – to be posted first week of August	Natalie
4.28	Consider: Raffle – Dependent on fundraising	Anna
5.0 Next Meeting		
Wednesday July 22 nd , 2015		Dennis to post