

TOWN OF LYME
INDEPENDENCE DAY COMMITTEE
Debrief meeting July 11, 2016 7:30 pm
Lyme Town Offices

Present: James Graham, Darin Knaus, Sarah Shipton, Laurie Wadsworth, Sarah Crockett and Patty Jenks (BOS)

The meeting was called to order at 7:30. The minutes from June 27th were approved as submitted.

1. It was agreed that the July 2nd event was a great success. The purpose of this meeting is to isolate issues that could be addressed at the 2017 event, recognize what worked well and review the finances.
2. James provided a comprehensive list of contributors of both business donations and volunteer effort, compiled based on input from committee members. The list will be sorted and Patty, Laurie and Sarah Shipton will write thank you notes to everyone on the list which numbers approximately 60.
3. Sarah S. shared a truly wonderful compilation of still photos taken by her husband and set in video format with music which depicts the day perfectly. An effort will be made to figure out how best to be able to share this with the townspeople legally, recognizing that it can't be an internet thing because of the kids in it. It's about 5 minutes long and it was suggested that it be shared at town meeting in March 2017.
4. Feedback-Positive: Great music, great parade, great BBQ, great kids events. Dunk tank and cart rides were a big hit. Decorations were terrific and both fire and police personnel complimented the efforts and the way the event was managed. Suggested that the free ice cream giveaway in honor of Bill Ackerly continue be a part of the annual festival.

To do better/differently: Need a cleanup committee, a beverage supervisor, many more trash containers (the ones thought to be available at the pond were not there), more chocolate milk!, need a dunk tank supervisor, the tent needs more light, recycling effort. Could the parade be longer or go a different route? Need consult with PD for this. Could there be an antique car/tractor display? Could there be contra dance music in addition to the other types? Would the businesses that provide meals be interested in providing box lunches? The ticket sales and food set up was cumbersome. Need to consider layout changes with tents & BBQ (smoke issues).

5. Financial: Darin reported receipts the day of the event were \$2602.00 (sale of mugs, BBQ tickets, T shirts sales & donations) Receipts from fundraising letters to date are \$3926.00, which puts income to date at \$6528.00 toward 2017 event. Outstanding! Beginning operating capital for this event was \$5378.00. Expenses to date are at approximately \$4500.00. There may be a

few more receipts for reimbursement straggling in, but not many. The mugs, dunk tank, cheese for the BBQ and the Ackerly ice cream were all donated items. Darin indicated that 195 adult tickets and 68 kid's tickets were "sold" for the BBQ. Totaling 263, and estimating that several volunteers actually ate, it's likely close to 300 people were served dinner. Patty had planned for 200 paying customers and 30 volunteers; building in a contingency for surprises. We had surprises! Lots of people. The food effort was close, but everyone got their \$5 worth. There was a great team working the BBQ; there needed to be more hands on board given the volume of people who attended.

6. The 2017 event will be held on July 1. If area business owners would like to strategize now about the next event the committee would be happy to have that meeting. Meanwhile, thank you notes will be sent, receipts will be turned in for payment and the 2016 event is considered a wrap! Leftover t-shirts will be kept in the vault. Leftover event inventory (decorations, lights etc...) will again be kept in Matt Brown's barn.

7. This meeting was adjourned at 9:30pm.

Respectfully Submitted,

Patty Jenks