Who	Tarquin	Jamie	Kevin	Gary	Jim	Brad	Susan	Brian	Others
Sponsors / Ads/ Additional Fundraising • Solicit sponsors • Collect artwork • Program				**primary**		Help with new sponsors			
Music • Headliners • Local • Production Company lead • Green Room • Band Check in Table	**primary**	On cmte	On cmte	On cmte Band check-in	Data Mgt	Contracts			Use Adam as a point person for headliners
Craft / Art / General Vendors • Identification / recruitment • Selection • Layout within • Setup, onsite management, load out		**Brian – lead** **Contact - Jamie**						**primary**	
Food Vendors • Identification / recruitment • Selection • Layout within • Setup, onsite management, load out				**Primary** Discuss with Danny					
Beer Garden / Elks Partnership • Engage Elks • Work with Elks on beers and prices • Coordinate set up, etc	**primary**			assist		Handle finances			
Kid Zone • Identification / recruitment • Selection • Layout within • Setup, onsite management, load out		**Adam – lead** **Contact - Jamie**							
Park Aesthetics: design, source, install, maintain: • Lights • Signage • Overall décor • Backstage set up • Port a potties					**Amy – lead** **Contact - Jim**				Would Danny help?

Who	Tarquin	Jamie	Kevin	Gary	Jim	Brad	Susan	Brian	Others
Art • Exhibit • Community project	Ideate		Ideate		**Lead ideation** – need execution support				**Execution – Kerry** **Amy**
Canopies • Lottery and technology • Raffle/Auction • Set up						**primary**			
Branded Merchandise • Design • Order • Organize selling before • Lead sales the weekend of	Take lead with Jim on design	Manage ordering			Take lead with TL on design		Lead sales before and during		
Publicity / Social Media • Pre-festival promotion • Partner with others to execute their advance messages • Manage socials and promotion on-site during festival					**primary**				Ben Leit – assist
Partners • Together We Bloom • SO Rescue Squad • SOMA Two Towns • Other?					**primary**	Work with TWB also			
Volunteer Management • Collect requirements • Organize sign ups • Manage weekend of						**Rachel Goldman**	Assist		
Finances and Contracts • Manage the books • Contract negotiations • Insurance • Permits • Licenses						**primary**			

Who	Tarquin	Jamie	Kevin	Gary	Jim	Brad	Susan	Brian	Others
Administration & Township Liaison • Police coordination • DPW • Manage agendas and meetings • Other							**Primary**		

Additional resources

- Brian- Jamie to talk to Brian about leading vendors and joining committee
- Danny – Susan to talk to him about overall level of engagement
- Amy B – Jim to talk to Amy about engagement on aesthetics
- Adam – Jamie to pull his contact info. Susan can reach out to him