**Maplewoodstock 2024**

**Meeting Agenda – May 15th**

* Art vendor update with Brian McNamara
	+ Started with Brian, Steve and Alison – started from scratch
	+ Email outreaches complete to vendors from last year and other vendors collected at various venues – over 200 vendors / about 70 have responded. 64 approved
	+ As applicants come in, Alison reviewing by category for different types of vendors. Trying to get a strong mix (not too many candles)
	+ A few in the kids zone, that are more like swim schools
	+ Still thinking about mocktails, granola, etc – is it to be consumed at the event or later? Balancing food with vendors
	+ For next year, link Jamie’s tool to quickbooks
	+ Have room for about 70 (remember some vendors take 2 spots)
	+ Make Oakview one way from Dunnell
	+ Need to talk to police about how the art vendors will load in – 2 entrances
	+ Where will Art Vendors park – Dunnell and Baker
	+ Police indicated the path they need
	+ Adjust the vendor spots to accommodate the speaker
	+ Need the guidelines for the vendors – need generator guidelines from Kevin (provide their own baffling)
	+ All being documented
	+ Another walk through – to align canopies, kids zone and food vendors
* Finances – **Tom/Gary/Brad**
	+ Overview/status of budget: Gary is a genius with 52,500 in sponsors!
	+ We have 2 banner spots left (use MAEP as one of them) – one vertical left to sell – Kevin has an idea/need artwork as soon as possible
	+ Atlantic Health has a truck that they will bring to kids zone
	+ Could have $20k leftover
* Merchandise update
	+ Products – Enough for Mayfest are being shipped and should arrive tomorrow. Cynthia came in about 2700 less than others
	+ Lawn signs are coming
	+ There will be a baseball T – 50 with a logo Jamie is working on
	+ 30 bucket hats in 3 colors, thermos
	+ Hats – not many left; TL says people want trucker hats
	+ Mitch wants a vendor booth?\
	+ Pricing: $25 per shirt / baseball
	+ Hats are $20
	+ Lawn signs: $5
	+ Bucket hats: $25
	+ Package: $70 for 3 shirts + bag, lawn sign and magnet
	+ Jim to promote / need design
	+ Need volunteers
	+ Susan to make signage
* Press release – **Jim/Tom/Brad**
	+ Review and discuss
	+ Last chance to update (Copy attached)
	It’s quite long so any of you who are wordsmiths please feel free to edit away.
	+ Jim did some editing!
	+ Donato is so specific. We can cut his description. Link to site
* Meeting with Township – **Tom**
	+ Monday 5/20 at 10am via Zoom
	+ Attendees: Tom, Brad, Tarquin, Jamie, Susan, Kevin
	+ Agenda items – create offline – send items to Tom
* Volunteers – where do we stand
	+ Sign up genius is ready to go
	+ Integrating release into sign up genius (waiting to launch so we only have to pay for 2 months)
	+ Next month we can talk about a pre meeting for the volunteers
	+ Present the sign up to people who volunteered last year
* Food vendors – **Kevin**
	+ Launch tomorrow! Copy Jim!
	+ $850 with some special arrangements / no early bird
	+ Payment date is slightly different than the art vendors
* Festival Aesthetics – **Susan**
	+ Jim reached out to Tom and Marcia
	+ Jim emailed Laurelie for sing language interpreters
	+ Cannot afford the tree lighting ($3k)
	+ Look into battery operated LED
	+ Agreement for community art project to be run by Jeremy Moss and folks from Studio Art tour – use bigger! Offer funding
	+ Need to discuss signage later – big sign for the merchandise tent
	+ High school musical acts as interludes or something – Tom to talk to Tony
	+ Water bottle sales – brad to check if we can get a deal on the devices
* Kid zone – **Jamie**
	+ Update – need the contract / same vendor as last year
	+ She will provide the info on the costs – we need to be sure it is not too out of line

* Canopy – Brad
	+ Good to go
	+ For the 3 raffles – may rent tents, Trat will donate $50 gift card per canopy per day

Home Depot run list – please review!

Elks – clear on no second stage; no electronic payments – do we want to purchase a device for the beer garden

Band meeting

Rachel will do lamination of tags

20th event - consider a student stage

Jill Crisiulo invoked at 7:29pm for the random spot on the map!