**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!