



## COMMUNITY ACTIVITIES COMMISSION

February 1, 2022

5:00 PM

Join Zoom Meeting:

<https://us06web.zoom.us/j/83645324893?pwd=bEN0dDJaOXVOQ3ZPN0VNR1FzRUZndz09>

Meeting ID: 836 4532 4893

### Regular Meeting Minutes

#### A. CALL TO ORDER 5:04 PM

- a. Roll Call – Chairman Schwendeman Curtis, Vice Chair Tietz, Secretary Triplett, Board Member Lafferty, Trustee Gaiter
- b. Guests – Amanda Dole, Dennis Hipsag
- c. Amendments to Agenda
  - i. Chairman Schwendeman Curtis moves to move the officer elections to the March meeting; Vice Chair Tietz seconds. Motion passes unanimously.

#### B. PUBLIC COMMENT ON NON-AGENDA ITEMS (time limit 3 minutes per person)

#### C. FINANCIAL REPORT

- a. Easter Egg Hunt - \$508.00 was spent on eggs; Budget was \$1,500.00 so the extra amount will go back into the budget.
- b. Wellington Main Street Cleveland Crawl - \$103.76 was used for the popcorn machine under the “Community Partnership Program budget.

#### D. AGENDA ITEMS

- a. New CAC Members
  - i. Diana Sinatra, JD Richardson, Mario Quinonez
  - ii. Review of Board Member rules and responsibilities
- b. Cleveland Crawl Debrief
  - i. Great event for CAC to collaborate with Main Street
  - ii. Popcorn machine was a big hit
  - iii. Shirrell Tietz made recommendations for changes to submit to Main Street for next year:
    1. Change the time to the afternoon instead of all day
    2. Change the way the tickets and stickers worked. Make the ticket stickers optional and allow the whole public to play the games that were set up.
- c. Easter Egg Hunt – April 16, 2022

- i. Pre-filled eggs have been ordered.
- ii. Ross Lagenese agreed to wear the bunny costume at the event.
- iii. Ashley MacDonald agreed to do face painting at the event if the CAC would pay for the materials. Ashley can submit a reimbursement request to the Town for materials.
- iv. Reviewed event flyer designed by Mahalia.
- v. Board reviewed event map and discussed making an area for children with special needs.
- vi. Shirrell reached out to the Main Street Board and Chamber Board to sponsor prize baskets. She will contact them by February 11<sup>th</sup>.
- vii. Hallie will reach out to Lazy Dane Coffee Company to provide drinks and snacks at the event.
- viii. Event Time: 1:00 pm. Will confirm details at the work session on February 15<sup>th</sup> and delegate tasks

d. 4<sup>th</sup> of July 2022

i. Vendors

1. Town of Wellington will not ask for Wellington business licenses, but vendors will need to have a sales tax form.
2. Food trucks limited to 10 and 7 have registered so far
3. Applications sent out via social media and post to the Town website
4. Fees:
  - a. No change to fees for 2022
  - b. Board discussed giving a discount to returning vendors for the 2023 event.
5. Deadline for Registration: June 3<sup>rd</sup>
6. Vice Chair Tietz makes a motion to approve the vendor application; Chair Schwendeman-Curtis seconds. Motion pass unanimously.

ii. Parade Application

1. Deadline for Registration: June 3<sup>rd</sup>
2. Jim Lafferty is in charge of parade organization
3. Floats will be lined up along HWY 1.
4. Contact LCSO to look out for trains the day of the event.
5. Each year, the location will be reevaluated based on community needs.
6. Chair Schwendeman-Curtis makes a motion to approve the parade float application. Vice Chair Tietz seconds. Motion pass unanimously.

iii. Location

1. Wellington Community Park worked well in 2021
2. Sgt. Cherry with LCSO would like to host a safety fair at the park
3. Possible Location: Wellington Middle High School grounds; Not open until August
4. Research utilizing Senior Center busses for transport to and from the parade

iv. Other

1. Creating an application for the 4<sup>th</sup> of July sub-committee
2. Creating a 4<sup>th</sup> of July Facebook page
3. Corn hole contest w/ fees supporting the Parks and Recreation Department
4. Live Music
5. Area specifically for teens
6. WiFi booster | Verizon boost to help vendors with cell service for transactions
7. Wyatt spoke with High School football coach about having students be a part of the parade and volunteering at the event
8. Hallie spoke with the American Legion about the Beer Garden. She will contact them about attending all future meetings.

E. ANNOUNCEMENTS

- a. CAC Board Members – Elections of officer positions moved to March meeting.
- b. Town Trustee -
- c. Town Staff - Mahalia would like to increase communication between herself and the CAC. Created a timeline for flyers, social media posts, and ads.

F. ADJOURNMENT 7:36 pm

Next meeting: March 1, 2022

The Town of Wellington will make reasonable accommodations for access to Town services, programs, and activities and special communication arrangements. Individuals needing special accommodation may request assistance by contacting at Town Hall or at 970-568-3380 ext. 110 at least 24 hours in advance.