

Go Fourth Festival Association

October 16, 2009
0700 The Daily News

In Attendance- Arleen Hubble, Mike Anthony, Janice Barrera, Tom Iverson, Ray Ryan, Gurina Psait, Julie Laird, Michele Webber, Scott Pospichal, Greg Stone, Al Friederich

Meeting called to order by Arleen Hubble

Minutes of Previous Meeting- were approved as submitted.

Reports from officers-

Treasurers Report- Michele and Arleen have received all the financials from Marianne and have been reviewing. Michele has downloaded QuickBooks program to prepare financials going forward. There are a few questions regarding sponsors and whether they remitted their funds. Arleen will research and report at next meeting.

Committee Reports-

Commercial Marketplace- Mike Anthony has been reviewing contracts for marketplace. Kathi Mattinen provided copies of Cowlitz County Fair contracts, which were prepared by the county attorney, so should have proper language and terms. Decided we need to include language that allows Go 4th Committee to kick out vendors that act inappropriately and that in those instances, money will not be refunded. Also discussed need to have a good overhead map of the vendor spaces. Arleen will see what the Parks Dept. has available. Kathi Mattinen offered to help develop the map. Mike Anthony and Greg Stone have been discussing an online application process, including the possibility of vendors being able to select their spots. There was discussion of whether that would work or not...needs more exploration before final decision. There was a general consensus that we do not want to wait until the night before to assign spots.

Kathi Mattinen will work on the application for the food and marketplace vendors with goal of consistency between the two contracts.

Entertainment – Julie has asked Scott Netling for bids on stage and tents.

Buttons- Ray and Arleen to coordinate schedules to present plaque to Bob's for outstanding button sales. Arleen is trying to get a button design for 2010, hopes to have by next meeting. Michele Webber will be in charge of button distribution this year. Gurina will solicit bids for 15,000 buttons. There was discussion about sub-contracting button distribution to another non-profit organization that could use the opportunity as a fund raiser. Marv's church group and Americorps were a couple of the suggested organizations.

Fireworks – Scott Pospichal is in charge of 2010 fireworks. Motion made and passed to increase fireworks budget by \$2,500 to a total of \$17,500 for 2010.

Portapotties/Handwashing stations/ Garbage - Arleen reported that the port-a-potty bid was for three years. 2010 will be the second year. There will be a maximum increase of 2% over 2009 cost.

Website - PSA's are running on the local radio stations referring people to website for donations. Other web items addressed under marketplace report above.

Prizes – PSA's are running on local radio stations asking businesses to donate button prizes of at least \$50. Arleen again stressed importance of securing prizes early this year.

Elections – to take place at meeting on 11/6/09.

Miscellaneous – Discussed getting a laptop (donated or purchased) where we could store all of our financials reports, QuickBooks program, contracts and other pertinent documents as well as a possible point of sale program for credit card payments for vendor registrations. Tom Iverson will check with Suttinen Consulting to see if they would donate one.

Was also discussed to approach Cowlitz Bank, Red Canoe Credit Union or Fibre Federal Credit Union for trade out of a VISA machine to process credit card payments. Julie mentioned we can use pay pal on our website as well.

Next meeting to be held 11/6/09, then 11/20/09. There is only one meeting in December: 12/4/09, and then back to two meetings per month in January: 1/8/10 and 1/22/10. All meetings begin at 7:00am in the Daily News Conference Room.

Meeting was adjourned.

Minutes were taken and submitted by Julie Laird