

Trails End Festival 2024
Meeting Minutes 1/22/2024
Millinocket Memorial Library @ 6:00pm

Present: Cody, Tom, Diana, Melissa, Amber (remote)
Absent: David

Meeting called to order at 6:04 pm

OLD BUSINESS

1. Board authorization for the President to purchase the Treasurer a safe to store Trails End Festival documents, monies, and any other associated assets. This safe will be stored at the Treasurers personal address until a new Treasurer is duly elected.
Estimated cost \$40
 - a. Motion: Cody
 - b. Second: Amber
 - c. Vote 5-0

NEW BUSINESS

1. Director/Board Member Inquiry
 - a. For Rec community
 - i. Baliegh Studer
 - ii. Dan Rogan
2. Communications
 - a. Review of the Minutes from the 1/16/2024 board meeting
 - i. Motion: Tom
 - ii. Second: Amber
 - iii. Vote: 5-0
 - b. Mail
 - i. None in the PO Box
 - c. Email
 - i. Mostly music related
 - d. Chat
 - i.
3. KFCU account status
 - a. As of 1/22/24 \$4,537.84
 - b. There is an outstanding check for \$90 to the State for our By Laws
 - c. Lincoln Rental states they were not paid for porta-potty. Tom gave Cody invoice for \$150

4. Tax filing and Quickbooks status
 - a. Received from Nolan for W9
 - b. Cody is working on a 2nd audit
 - c. Working on reconciling 12/31 then can start on January

5. Website
 - a. Cody reached out to Jess about sponsoring and building out the 2 tabs, but has not heard back yet
 - b. Cody has scrubbed the site as best he could of dates and any outdated information

6. Discuss Events

Chili Cook-off:

Duck Race:

1. Not looking to do any prep till April
2. There is still a barrel of ducks at the Chamber that needs to be picked up and cleaned before storing
3. Katahdin Area Trails are interested in the No Duck Left Behind
4. We need a coordinator for the Duck race
5. We are in need of a new big Duck
 - a. Cody will look into a price

Parade:

1. Usually start planning a month in advance
2. Theme: All trails lead to Millinocket
3. We need more participation
 - a. Rafting, bikes, Legion riders, schools, ATVs, walkers, nursing home
4. Melissa will reach out regarding Miss Maine
5. Create an award: Best in parade (float, group, or walker)
6. Nursing home likes involvement in local parades, check with them this year

Pie/Cake:

1. We need extra hands and runners
2. We need a new auctioneer
 - a. Suggested Laura Manzo or Kevin Gregory
3. Make a registration link with Google forms to assist process, share on facebook/website

Touch a Truck:

1. Try to make it on Saturday
2. Use the parking lot on main street

Pub Crawl:

1. AT Cafe, Blue Ox, Bissell Brothers - more Main St centered. Amber recapped history with Hester/Bissell Bros and wanting to kick off a good event for 2024 despite them backing out for 2023.
2. Suggested we make it a Beer Garden instead of Pub Crawl
3. Scrap party bus idea but get involved with local Shuttles for safe transportation. Also to try to keep involvement with Sawmill since they are far away, but have been dedicated to the crawl.
4. Elks involvement would be nice since they've worked well with the festival, but can't have non club members due to state liquor laws
5. Cody will change Pub Crawl to Beer Garden on the agenda's going forward.

UMaine Woodsmen Team:

1. Cody says should be good to go, will check in
2. Will ask to refrain from having a fire this year.

Volunteers:

1. We need more
 - a. Middle school, High school, More adults, MML
 - b. Maybe having Sparky the fire dog, Smokey the Bear, Olaf (from Age Friendly)

Raffles:

1. Continue with LL Bean and others from past years

Music:

1. Times
 - a. Friday 2pm Headliner at 5pm
 - b. Saturday 9:30am Headliner at 5pm
 - c. Sunday 9:30am Headliner at 2pm
2. Do not ask Crossroads back, favorable to Thundering Country, Grassholes, Saturday performers in general, however we do need to incorporate some new music into this year's festival.
3. Cody suggests to lengthen the B slots by 20 minutes
 - a. Motion: Diana
 - b. Second: Amber
 - c. Vote 5-0
4. Diana suggests Mark and Trish

5. Cody moves to reach out to The Mallett Brothers for availability
 - a. Second: Amber
 - b. Vote: 5-0
6. Cody will speak to Frank
7. Suggests that Headliners should be full bands
8. Tom suggests the Don Campbell Band would be a good fit to return to the festival.

Amber left: 7:16

7. Discuss Vendors

Food Trucks:

1. Big Daddy's Hot Box, The Lunch Wagon (Cody will check chat for them and reach out to them again - they mentioned price was a big factor.)
2. Diana will reach out to Lincoln to see who they have for their events
3. Possibly promote food trucks on facebook to lure in more crowd/fan favorites

General:

1. Reach out to possible vendors

8. Discuss Advertising

- a. Design Lab
- b. Facebook
- c. Website
- d. News channels
 - i. Channel 2 - re-post to Maine Things to Do this year, possible additional live broadcast on Saturday or Sunday?
 - ii. Channel 5 - Tom may have a contact that he can connect with
 - iii. Maine Life - Diana mentioned they could be a great addition
 - iv. ABC 7/Fox 22 live broadcast - Cody will check in with Susan Farley for another Friday night 6pm broadcast
- e. Radio stations
 - i. 94.9 - had issues last year, but we should check in with them at some point
 - ii. 100.3 WKIT - check in for their potential involvement

9. Open Discussion

- a. Tom moves as Health and Safety officer to submit to Town Council for the Park for Sept 13th-15th
 - i. Seconds: Cody

ii. Vost 4-0

Melissa will reach out to Robin Mattarazzo about sled dog information

Motion to adjourn: Cody

Second: Melissa

Vote: 4-0

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Proxy vote 1/24/2024

Motion - Cody

Board authorization to allow the President to re-submit amended Articles of Incorporation and Bylaws approved 1/8/2024 to the Secretary of State, along with a check in the amount of \$60, as well as the cost of postage.

Second - Amber

Vote: 6-0

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Proxy vote 1/26/2024

Motion - Cody

Board authorization to allow the President to spend an estimated \$22.95 to e-file, and have quickbooks mail 1099 forms to our contractors.

Second - Diana

Vote: 6-0

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