

Trails End Festival
Meeting Minutes 2/5/2024
Millinocket Memorial Library @ 6:00pm

Present:Cody, Tom, Diana, Davia via Phone.

Absent:

Meeting called to order at 6:01 pm.

OLD BUSINESS

None

NEW BUSINESS

1. Director/Board Member Inquiry:
 - a. Cody reached out to Baileigh; reply pending, will keep posted, intends to contact Dan if needed.

2. Communications
 - a. Review of the Minutes from the 1/29/2024 board meeting
 - i. Motion to accept minutes - Tom, Second-Diana, Roll Call Vote 4-0
 - b. Mail- None;
 - i. Cody notes pending KFCU statement to reconcile with Diana
 - c. Email
 - i. Amber cleaned out pending emails; entertainment reach outs, vendor inquiries; and music communications.
 - d. Chat- none

3. KFCU account status
 - a. \$4,240.91
 - b. Bylaws returned to file and move forward with Treasurer sign on documents.

4. Discuss Fundraising
 - a. Amber- Communications with FA Peabody Houlton main office, confirms \$100.
 - b. Pending Arcadia Design Works
 - c. Diana inquiries about donor/fundraising procedures; Cody informs board responsibilities as a whole; view letter doc.

5. Tax filing and Quickbooks status
 - a. Cody doubled check filing status with State
 - b. Filed N990; Federal status—all set.

6. Website updates
 - a. Designlab suggests creating new page and combining with new requests
 - b. Cody requests photos to submit for TEF board to personalize profile layout; will confirm when design finalized.
 - c. Posting by Laws; meeting Agendas, and approved meeting minutes.
7. Review Trails End Festival board meeting schedule
 - a. Cody recommends changing meeting times starting with the February 26, 2024 meeting with majority favoring earlier start time of 5pm
 - b. Motion to change the TEF meeting time to 5:00pm starting February 26th going forward - Diana; Second-Tom; Roll Call Vote 4-0
 - c. Motion to move June 18th and August 5th meetings to the following Tuesdays- Cody; Second- Diana; Roll Call Vote 4-0
8. Discuss Advertising
 - a. Tom reached out to Brian Sullivan, call back pending.
9. Discuss Music Schedule
 - a. Tom- communications with Don Campbell, cost decreased from \$6000 to \$4000; available Saturday night only, requires 20% deposit; majority board expressed support with concerns rate is a lot of money; discussion board will revisit next meeting anticipating donor confirmations.
 - b. Cody- Mallett Brothers very interested, available any day, rate \$5000; intends to reach out to inquire interest for Sunday with reduce rate of \$4000.
 - c. World Famous Grassholes email confirms Interest for Friday or Saturday, rate \$1500.
 - d. Pending communications with Thundering County
10. Discuss Events

Chili Cook-off: nothing new

Duck Race:nothing new

Parade:nothing new

Pie/Cake:nothing new

Touch a Truck: nothing new

Beer Garden: -emails confirm conversations moving forward

UMaine Woodsmen Team:nothing new

Volunteers: nothing new

Raffles: nothing new

11. Discuss Vendors

Food Trucks:

- Cody reached out to Yogi's (Doughboy/funnel cakes); interested pending electrical setup inquiries
- Lunch Wagon, concerns electrical Hookup/setup
- Big Daddy's - confirmed

General:

- Diana inquires vendors considered as general; Cody informs fees, lot size and timing and application layout.

12. Open Discussion

- a. Cody-Attested By Laws received, will set up meeting with Diana and KFCU to finalize paperwork
- b. Cody- researching and moving forward with USPS to finalize Nonprofit postal pricing.
- c. To do -application for technology grant

Motion to Adjourn @ 7:28pm - Tom; Second-Cody; Roll call Vote 4-0.