

Trails End Festival  
Meeting Minutes 3/11/2024  
Millinocket Memorial Library @ 5:00pm

---

Present: Cody, Melissa, David, Amber (Remote) Diana (Excused tardy 5:11pm)  
Absent: Tom (Excused), Baileigh (Excused)

Meeting called to order at 5:04pm

## **OLD BUSINESS**

None

## **NEW BUSINESS**

1. Director/Board Member Inquiry
  - a. No longer needed
2. Communications
  - a. Review of the Minutes from the 2/26/2024 board meeting
    - i. Motion - Cody
    - ii. Second - Amber
    - iii. Vote - 4-0
  - b. Mail
    - i. Vendor application, Check from FA Peabody, March statement from the bank
  - c. Email
    - i. Music reach outs
    - ii. Jeremy Glass, would love to feature TEF in Week& ( a Hearst publication)
      1. Cody will look more into this as well as Down East
      - 2.
  - d. Chat
    - i. Nothing new
3. KFCU account status
  - a. As of 03/11/2024 \$4,253.91
4. Quickbooks status
  - a. Reconciled to current \$3,453.91
5. Website updates
  - a. Cody will send over the remaining bios and pictures to Michaela
  - b. Cody will reach out to Jessica for an updated photo and logo for Designlab and will send over the minutes and agendas after the update

## 6. Discuss Fundraising

- a. Board authorization to accept a donation from FA Peabody Company in the amount of \$100.
  - i. Motion - Cody
  - ii. Second - Amber
  - iii. Vote - 5-0
- b. Cody sent an mail back to Todd from the NPCA with our vender application and our Sponsorship letter
- c. Amber was unable to do outreach due to weather but plans on starting this week
- d. Tom made a Birthday fundraiser on Facebook and has already raised close to \$200
- e. Network for good has changed to paypal giving foundation

## 7. Discuss Music Schedule

- a. Board authorization to accept the Event Service Agreement for the music performance of Dennis McGuire - One Man Band in the amount of \$150, to be disbursed on September 15th, 2024.
  - i. Motion - Cody
  - ii. Second - David
  - iii. Vote - 5-0
- b. Grassholes agreed to \$1,500 for Friday 9/13 headliner 5:10-7:30 slot, suggested breaking up the set, 1hr-break-1hr, and was wondering about accommodations for the night. David suggested \$1,800 instead
  - i. Motion - Diana
  - ii. Second - Cody
  - iii. Vote - 5-0
- c. Cody will reach back out to Whippoorwill Wood see if we can lock them in for Sunday 9/15 11:30-12:50 slot for \$300
- d. Cody has reached out to Port Gorges, Thundering Country, Gus LaCasse, and Wally Paul with no replies as of yet
- e. Cody will reach back out to Forside Funk for Sunday 9/15 1:40-4 at \$3,500 with some flexibility
  - i. Motion - Cody
  - ii. Second - Diana
  - iii. Vote - 5-0
- f. David will reach out to Trish King for possibly Saturday 9/14 11:30-12:50 slot

## 8. Discuss Advertising

- a. Website updates, Down East, Hearst

- b. After discussing Pricing for marketing through USPS, Cody suggests we scrap the application for the nonprofits for the USPS. It will cost \$310, and instead do the non profit mailings locally.
  - i. Motion -Cody
  - ii. Second - Amber
  - iii. Vote - 5-0
- c. Flyers to be put up at Hannaford, Ellis, KG, etc with save-the-dates and also mention some headliners for pre eclipse.

## 9. Discuss Events

Chili Cook-off: N/A

Duck Race: N/A

Parade: N/A

Pie/Cake: N/A

Touch a Truck: N/A

Beer Garden:

Amber is meeting on Friday with miss brothers to go over. Everything period will also bring vendor application as well as continue to update the board.

UMaine Woodsmen Team:N/A

Volunteers:

Amber is currently working on spreadsheet for volunteers with time slots.

Raffles: N/A

## 10. Discuss Vendors

Food Trucks:

David will reach out to the text max truck  
Diana has gotten no update from Lincoln.

General:

Vender application - Jessica Freeman -crochet crafts \$50 cash for all 3 days.

Motion - Cody  
Second - Melissa

Vote - 5-0

11. Board authorization for the President to purchase a Giant Inflatable Derby Duck at an estimated amount of \$110 online via debit card. Note: This will be a display duck for festival use to replace the old one.

- a. Motion - Cody
- b. Second - Amber
- c. Vote- 5-0

12. Board authorization for the President to purchase printer paper and ink for festival use at an estimated amount of \$150 via debit card.

- a. Motion - Cody
- b. Second - Diana
- c. Vote - 5-0

13. Open Discussion

- a. Boreal theater has agreed to sponsorship \$500 for the Outdoor film festival, and will look towards getting a trails end sponsorship in as well

Motion to adjourn - Cody

Second - Diana

Vote - 5-0

Meeting Adjourn 6:25pm