

Trails End Festival  
Meeting Minutes 8/6/2024  
Millinocket Memorial Library @ 5:00pm

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Present: Cody, Amber, Melissa, David, Tom (at 5:04), Diana (at 5:14)  
Absent: Baileigh (excused)

Meeting called to order at 5:02 pm

## **OLD BUSINESS**

None

## **NEW BUSINESS**

1. Communications
  - a. Review of the minutes from the 7/29/2024 board meeting
    - i. Motion: Cody
    - ii. Second: Amber
    - iii. Vote: 4-0
  - b. Mail
    - i. Vendor application
    - ii. Contract for Kendall Sperry rock wall
  - c. Email
    - i. Shrimmerwood understands liability issue and will decline to attend this year
    - ii. The Box Band a Bluegrass band is interested in attending next year
    - iii. Boreal Theater sent a connection request for Quickbooks invoice
    - iv. Rachel sent a quote for T-shirts
    - v. EMDC, Wilderness Edge, UMaine, vendor applications
    - vi. Sally Chaffin Brooks (author) would like 10 minutes to discuss her book on the 14th and 15th 1pm slot
    - vii. Randy Jackson stated that the Keeper movie will be at 7pm on the 13th and the Maine Outdoors Film Festival will be the 14th at 7pm
    - viii. WABI channel 5 - we will send the schedule
  - d. Chat
    - i. A.T. Lodge
2. KFCU account status \$15,534.28
3. Quickbooks status Zettle is now connected
4. Fundraising status

- a. Facebook fundraiser closed just waiting for the push over from paypal
  - b. Walmart grant status: We were unable to get the grant due to not being local
5. Website status
- a. Everything is up to date
  - b. Cody noted the link on the homepage for the schedule
6. Discuss Advertising
- a. Susan Farley is planning to be live on the 13th
  - b. Cody will touch base with channel 2
  - c. Aimsel Ponti - Channel 2 207 show: Places to go and Music to see
  - d. WSYY - haven't heard from them yet
  - e. Board suggests not moving forward with the USPS mailing
  - f. Bag stuffers at local stores
  - g. Coffee news
  - h. Amber will check on pricing and what will be included in a ½ page and a full page for the Katahdin Times
7. Review Social Media Schedule
- a. We will be posting Flyers for the Chili cook off and pie and cake auction as well as the schedule
  - b. Music, Headliners, events Stage improvements and sponsors shoutouts to come
8. Discuss Events

Chili Cook-off: 3 confirmed

Duck Race:

- a. Board authorization for the President to purchase 100 Squeaky Mini Rubber Ducks from Amazon, and shipped to his address in the amount of \$18.96 plus tax.
  - 1. Motion: Diana
  - 2. Second: Melissa
  - 3. Vote: 6-0

Parade: Shrinners are unavailable

Melissa will double check with Dunkin Donuts regarding Mascots as well as checking with our local Pageant girls

Pie/Cake Auction: 5 confirmed and waiting on 10 more

Touch a Truck: 4 organizations confirmed waiting on 12 more  
Suggestions: K&M, Chuck Pringle, and others

UMaine Woodsmen Team: Received W-9

Volunteers: sign up sheet is in Google Drive  
Cody, Amber, and Melissa will add who they spoke with already

Raffles:

5 Lakes Lodge, Advance Auto, Mainely Coffee, Katahdin Collectables,  
Country Candle Classics

Recreation:

- a. Board authorization that the Event Service Agreement for a Climbing Wall - Kendall Sperry be approved in the amount of \$300, to be disbursed on September 14th, 2024.
  - i. Motion: Tom
  - ii. Second: Diana
  - iii. Vote: 6-0
  
- b. 5K status
  - i. Jane is on vacation but will set up a meeting when she gets back to see about getting help organizing, possibly as MRH/Thrive Penobscot. She is looking to hold it on the 14th at either 8 am or 8:30.

Mutt Strut:

9. Discuss Vendors *Total so far 25*

Food Trucks:

Amber suggests we check with each vendor on how many sales tickets they have to try to get an estimate of attendance

General:

- a. Board authorization to accept the Vendor Application and payment through Zettle in the amount of \$50.00 from Victoria Shamp - Wilderness Edge Campground.

- i. Motion: Diana
  - ii. Second: Tom
  - iii. Vote: 6-0
  
- b. Board authorization to accept the Vendor Application and check in the amount of \$50.00 from Linda Labby.
  - i. Motion: Diana
  - ii. Second: Tom
  - iii. Vote: 6-0
  
- c. Board authorization to accept the Vendor Application from Eastern Maine Development Corporation.
  - i. Motion: Diana
  - ii. Second: Melissa
  - iii. Vote: 6-0
  
- d. Board authorization to accept the Vendor Application and check in the amount of \$50.00 from Shaelyna Trott.
  - i. Motion: Diana
  - ii. Second: Tom
  - iii. Vote: 6-0
  
- e. Board authorization to accept the Vendor Application from UMaine Prof. Sharon Klein Research Project.
  - i. Motion: Diana
  - ii. Second: Tom
  - iii. Vote: 6-0
  
- f. Discuss family/kids activities.
  - i. Our Katahdin Cornhole (cont.) - Amber will follow up
  - ii. Carroll Chapman - magician (cont.) - Board suggests keeping in mind for next year

## 10. Open Discussion

- a. Board authorization for the Treasurer to purchase a new batch of festival t-shirts

from Mainely Custom Tees in the amount of \$848.00 via check.

- i. Motion: Diana
- ii. Second: Tom
- iii. Vote: 5-0
- iv. Melissa out 7:02 return at 7:03

b. Board authorization for the President to purchase printer paper, printer ink, and an Apple iPad Air from Walmart and shipped to his address in the amount of \$251.09 via debit card. Note: Paper - \$10.77, Ink - \$132.22, iPad - \$95.01

- i. Motion: Melissa
- ii. Second: Diana
- iii. Vote: 6-0

c. Board authorization for the President and Vice President to purchase up to \$100 for gas to pick up the posters.

- i. Motion: Tom
- ii. Second: Melissa
- iii. Vote: 4-0-2 (Cody and Amber abstain)

Motion to adjourn

Motion: Cody Second: Amber Vote: 6-0

Meeting adjourned at 7:12 pm