

**MINUTES**  
**MUSIC FEST COMMITTEE**  
**August 13, 2014, 7 PM**

**Attendees:** Paul Sarrazin, Pat Playford, Carl and Laurel Lentz, Marlene Gibson, David and Cathy Balla-Boudreau

**Regrets:** Marion Chaput, John Reith

1. Cathy summarized the letter to Council requesting approval for a municipal sponsored fund-raising event to support Old Mackey Municipal Park.  
**Music Fest** of local musicians, including beer/wine garden, drive-home program, sausage barbecue. Admission fee of \$5.00; \$6 for barbecue supper.
2. **Hours** were discussed. From 4 pm – 9 pm was suggested. If liquor license is approved, the hours could be from noon to midnight. Suggestion that bar could close at 9 pm, but jamming could continue later into the evening.
3. **Entrance fee** will be paid on arrival, with the option of paying for meal tickets at the same time to simplify money change, etc. A stamp will designate entrance fee paid.
4. Use of **fire-pits** was discussed. Possibility of one permanent fire-pit with municipal approval. Otherwise, transportable fire pits could be suggested to Council as alternative. (Chartands, Balla-Boudreau's, Gibsons).
5. **Lighting** is a new issue being an evening event. Use of solar lights was suggested for pathways. Giant Tiger, Costco, Canadian Tire, and Home Hardware all sell at reasonable costs. Marlene suggested borrowing some from residents. Members to bring info as to who has lights for loan so we can establish numbers.
6. We may need 2 **generators** to provide music, as well as lighting with spotlights, including a 3 – pronger off the corners of the shelter.
7. **Liquor License:** Paul agreed to be in charge of the liquor license process. He asked that Melinda be contacted to ensure that municipal insurance will cover the event at Old Mackey Park.
8. A **cash bar** was deemed the easiest way to deal with money exchange.  
Ice will be required, so coolers are requested.  
Snow fence will surround drinking area. Paul to check with Townships re. use of their fence.  
Beer, wine, coolers (\$4) and pop/water (\$1) will be served. Liquor is too much of a gamble for loss.  
Discussion of recyclable glasses vs. throw-away. Cost was a factor. (Perhaps Council may have some input in light of recycle policies).

Number of glasses required goes to Marlene if non-recyclable.

Note: Marlene will be going to Costco Sept. 21<sup>st</sup>. All requests in before then.

- 9. Drive Safe:** Designated drivers required – 2 per vehicle, as well as 1 person to drive vehicle home if requested.

Dave, Marlene, Paul have volunteered to be DD's.. Cathy & Dave to also ask Ed Cochrane. Names need to be posted by bar.

Cathy suggested specific times for van to leave. This was not deemed to be most effective.

- 10. Musicians:** Gerald has not yet responded to invitation to lead.

Kurt Penney, John MacDonald and Rick and Shirley Belliveau have agreed to play.

Laurel and Richard have volunteered to sing. Others have yet to respond.

Other suggestions: Liz Foote, Phyllis, the Gospel Group, Colin Baird, Pam Charron, Les and Pauline Godreau, the Drumming Group, Sarah & Sam, Children's Group with Penny, Earl, John and Theresa.

Open mic a feature of the event, to be publicized.

- 11. Speakers and hook-ups:** Will know by next meeting who is coming and what equipment we can use. A suggestion from the Canada Day Committee was that outdoor speakers be mounted on the flag pole. We may not need this extra feature due to the nature of the music vs. announcements throughout the park.

- 12. Shelters :** Cathy to ask Linda and Betty if we might borrow their tents. If an extension to the shelter is in the works for Sept. 27<sup>th</sup>, we may not need extra tents.

Cathy to book Hall as back-up in case of debilitating weather.

- 13. Fire Pit:** Cathy to ask Council for approval for moveable pits for this year. A request for a permanent pit will be made at a later date.

- 14. Food:** Cathy to ask Linda re. the cost of ready-cooked sausages, numbers, etc..

Cathy to send food permit application after details worked out.

Betty Condie has volunteered to help with cooking. A minimum of 2 other volunteers needed per shift.

Tickets for the food will be sold at the entrance gate.

- 15. Children's Activities:** Cathy suggested dress-ups, face painting, bubbles, etc. with parent supervision. Pat suggested that more structured activity was also required, and ideas will be brought to the next meeting, with volunteers in mind.

**16. Artist tables** are invited for display.

**17. Parking:** Flagging tape required from Hall. More space available due to venue use. Volunteers needed.

**18. Volunteers:** Each member of Committee will contact people who may be available and willing to help.

**19. Start-up Fund:** A \$500 float is requested; an amount for a start-up fund will be determined after the next meeting, followed by a letter to Council.

**20. Advertising:** Pat volunteered to develop posters for distribution to the area from Mattawa and Deep River/Chalk River/Swisha.

Marlene suggested a colourful flyer distribution (approx. \$21) to each household in the Township since the Newsletter is not necessarily read by all residents.

**21. Next meeting:** Wed., Aug. 27<sup>th</sup>, 7 pm, Township Hall.