

MINUTES**1. Call to Order, Roll Call, Welcome**

Committee Chair Signoretty called the meeting to order at 5:30 p.m. and confirmed that a quorum was present.

Molly Signoretty	P
George Ferris	P
Lori Lloyd	A
Mike Williams	P
Rebecca Pipkin	P
P=Present A=Absent	

2. Agenda Review**3. Approve Minutes**

By unanimous consensus the committee voted to approve the June 22, 2022 minutes.

4. New Business**a. Approve Booth Vendor Applications****i. Updates on Booth Vendor Applications**

- Approved all submissions: Buy and Sell with Michelle, Simply Style Boutique, Utah Solidarity Party.

ii. Updates from Communications

- All approved vendors have been sent an approval email.
- Volunteer updates – must be 16 years old and over and return a signed consent form; can complete online.
- Baby goat yoga – registration will open next week; Committee Members who are interested in participating should let Laura know by Tuesday, July 5, 2022.
- July edition of the Journal has an advertisement for Harvest Days.
- Continue Booth Vendor discussion at July 7, 2022 Committee Meeting.

iii. Reviewed Budget

- Skylark will be providing sound and lighting, currently working on final proposal.
- Laura is working on acquiring golf carts.
- Porta-potties are pending, we should hear back by July 5, 2022.

b. Discuss Harvest Days Festival Tasks**i. Food Truck Updates**

- Approved: Haole T's Beach Grill Food Truck and Docar Roasted Corn.
- Denied: The Drink house – we already have two other drink vendors.
- Mike will continue reaching out to vendors. Committee delegated Mike to approve any others that are available and are not duplicates. Laura has sent information to food trucks on submitting information to the City regarding licensing.
- Timelines:
 - Food trucks – must arrive by 11:00am
 - Vendors should arrive by noon and be ready by 1:30pm
 - Everyone should stay until 7:00pm

ii. Final Entertainment Slot Update

- We are stretching slots, so we don't need any additional entertainers.

iii. Ballet Update

- Never heard back from the embassy, won't be moving forward with them.

iv. Marketing and Outreach

- Laura will be providing marketing packets to the committee by July 7, 2022; Committee can then distribute flyers.

v. Volunteer Outreach Due Dates Assigned

- We would like to have 100 volunteers in total.
 1. Orientation – express appreciation for volunteering, assign responsibilities, set expectations; possibly hold virtually over Zoom.
 2. How many do we need for each activity?
 3. Setup/coordination – 3-4 people to be runners, help coordinating food trucks and vendor booths 11:00am-1:30pm.
 4. Bingo Runners – 20 people (5 City Council Members) 1:30pm-4:00pm. Each runner will be assigned an area and then will watch for people to say BINGO, tell the Caller, check that the numbers have been called, and then assist the person getting to the correct prize table. 2 people to staff the prize tables.
 5. Carnival Games – 2:00-5:00 pm; 2 volunteers per booth – 10-15 people; know the rules of the game, when working with children make sure that we have good guidelines, Suzy/Rebecca will look for guidelines when working with children.
 6. Rebecca/Suzy – work on a cover sheet with hours/volunteer needs, people can check off on what they're interested in helping with and then volunteers can be given more details about specific assignments.
 7. Mayor can help make confirmation calls to volunteers.
 8. Potential volunteers: Latinos in Action, Boys & Girls Club, Youth Football League, ask each City Council Member to recruit six people.

vi. BINGO Prizes Finalized

- Mayor will help call BINGO for at least 30 minutes; present welcome and then call the blackout round.
- Committee will look for prizes online and bring suggestions to July 7, 2022 meeting (\$2100 budget) -- check to see if they accept tax exempt.
 - a. 15 – \$20-25 prizes – Rebecca; look at bundle options
 - b. 15 – \$15-20 prizes – George
 - c. 15 – \$5-10 prizes – Molly
 - d. 20 – \$10-15 kids prizes (Oriental Trading Company?) – Mike
 - e. Grand prize – \$900-1000
 - f. Look for local business options

vii. Mayor's HORSE Outreach, Marketing and Contact

- Laura will work on marketing and check with Boys & Girls Club to see if their court would be available as a backup location to play.
- Prizes – basketballs.
- Dunk Tank option to be confirmed by next meeting

viii. Task Assignments for July

5. Harvest Days Festival Committee Member Comments

- 6.** By consensus of the Harvest Days Festival Committee, the meeting was adjourned at 6:55 p.m.