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Winterfest Committee Meeting

10/25/2018

Committee Members Present:

Rev. Webster Joe Lovell

Chris Cleary Amanda Capuano

Dan Stephens Bre Long

Anthony Orisini Sherry Stratton

Katie Kendall Rita Randall

Marian Klier

Event Dates: November 23rd and 24th

Times: Friday: 4:00pm - 11:00pm Saturday: 10:00am - 10:00pm

**Location:** 5th and Hanover (Garden Lot), 5th Street, Hanover

**\*\* I have specifics for Winterfest in my Excel spreadsheet, this is a summary of all that was discussed and put into that document\*\***

**Raffle Tickets:**

See Joe Lovell or Rev. Webster for the Raffle Tickets. We are going to start selling them right away. They cost is $10.00 a piece and 3 for $20.00

* We need people to please get tickets and sell them. We have an abundance of them that are still left to sell.

**Float:**

* Decorations will need to be put back on the trailer for the Christmas in the Village (Powhatan Point). Lights will need to be added, more décor, along with more people to participate.
* We will add signs to the side of the vehicle/Trailer advertising Winterfest
* Please talk to Anthony about helping with the float and the parade.

**Food:**

* Katie has discussed “The Cheese Melt” and “ Brick Oven Pizza” truck, they both gave verbal commitments (via Facebook Messenger as well), but they have not called yet.
* We have confirmed the menu for each Food vendor who is on the list.

**Music:**

* We have booked “Easy Street” (Featuring the one and only, Greg Molnar)
* The Beatle Mania Magic will be our feature band on Saturday night.
* Shannon Cantebury will be used on Friday 4:00-6:00, and any fill in time that would be needed.
* Chris is still looking for a place that can provide stage warmers.
* We are currently looking at close to $6,000.00 for entertainment (give or take).
* We have added a Christmas Karaoke for the Saturday afternoon/evening gap.

**Advertising:**

* We are going to “Boost” our event on Facebook from now until the event. Please make sure you are sharing the event, inviting people, and “like” it on your Facebook page.
* Dan is working with Heidi Clark on advertising for post election. This will cost PF $500.00. This will hopefully include 3 different interview slots. 1 on November 9th (when we decorate the tree and town), the 2nd on the 21st (When we have the tents up and getting set up), and finally the Tree Lighting on the 23rd. We would also like to get Chief McFarland, Ecko and Chase Watt’s in the interview on the 21st.
* We have 150 flyers (11x17) that will need handed out. We need help passing these out to businesses to hang up.
* The first billboard that was sponsored by Belmont County tourism was going up today, on I-70 West.
* The 2nd Billboard will be featured on Main Street in Wheeling
* We are going to try and get on “What would Deb Do” on WTOV9
* Yard Signs will be placed throughout, post Election.
* We are going to combine the Coloring contest sheet, with our Flyer (advertising the event and lineup).
  + Katie will have her team distribute to all of the schools in Belmont County and Harrison Hills.

**Sponsors:**

* Get your sponsors committed and their money sent in!!!! We are down to the 1 month mark. If you signed up or know anyone who would like to be a sponsor, please get their commitment (and money) ASAP!
* A group of PF members will be walking around to the local businesses to ask about sponsorship. Missy Yeso will let everyone know when this will happen.
* We have added a couple new sponsors who have donated, along with places to ask to be sponsors.

**Activities:**

* **Inflatables:** If ANYONE knows who does inflatables, we currently do not have any inflatables.
* **Jingle Bell Run:** Anthony and the Library have everything that is at 10:30
* **GIANT Beer Pong:** This will take place after the OSU game on Saturday. Amanda is looking into the cost of large Garbage cans.
* **Fireworks on Friday -** Talk to Mike Yeso about the fireworks and setting them off
  + **Saturday Fireworks:** The committee voted to give approval for a $2,500.00 firework show on Saturday night.
* **Tree Lighting:** We will make our announcement of the festival events along with Thank you to our sponsors and donors. The area will be sectioned off more this year to allow space.
* **Cookie Eating Contest:** What are the criteria? Do we have multiple groups?
  + Ages 16 and up
  + Where are we getting the cookies from? Dollar General
  + When: After the Ohio State game
  + Where is it going to take place – We are considering the street
  + How long: 2 minutes - Eat as many cookies and glass of milk – 8oz.
  + Total Sports will get the trophy and a Dozen cookies
  + The winner is decided based on how many cookies are eaten in the 2 minutes, and glass of milk is gone.
* **Ornaments:** Katie will talk to her KBS team, and see if anyone is willing to “cricut” the names onto the ornaments. If not, we need volunteers who have very nice handwriting**.**
* **Texas Poker:**  After the Ohio State Game, we will have a couple tables for Texas Poker. We will need dealers.
* **Christmas Karaoke**: Dorothy gave the number for her DJ who does Karaoke. Chris is going to contact.
* **Happy Hour**: We will have “Happy Hour” from 4:00-6:00 on Saturday, separate color tickets will be sold, a minimum of tickets will be sold, and last call for Happy Hour will be 5:55pm.
* **Photographs Contest:** We have had a lot of hits on the Facebook page for the Photographs, but no one has submitted. We need to push this more. We need to re-post this.
* **Brutus the Buckeye:** Bill and Lisa Tolbert will loan us the Brutus the Buckeye costume on Saturday, during the game and after.
* **Coloring Contest:** The Contest flyer will be distributed to all the Ohio Area schools, next week. The return date for the contest is November 16 to the Martins Ferry Library.
* **Kid Tattoos:** Hot Rod Tattoos will be doing Kid Tattoos on Saturday. We will be confirming a time.
* **Character:** Katie has confirmed with Meghan, to set up and do the Character drawings on Saturday.
* **Balloons:** The cost to have the balloon lady for 2 hours, was $140.00. The group voted against it. Marian/Sherry will talk to Brian Dawes about getting Helium, and having NHS or another High School club do balloons as a fundraiser.

**Craft and Vendors:**

* Marian currently has 29 vendors signed up.
* They will be down more on Hanover
* Coffee will be provided (and donuts) – but we are still looking for a place to purchase donuts. Tina’s and Mama C’s will both be closed.
* We agreed to continue to take Vendors and Crafters as they come in.

**Electricity:**

TBD – Bill Suto was not present for an update

**Tent:**

It is being set up Wednesday before Thanksgiving (November 21st)

We are considering flip flopping the stage and tent from last years setup.

**Decorations:**

* We have all the decorations from last year
* Missy picked up tablecloths
* We also have lights from last year that are at the Grace Church, we may need more lights.
* We are planning to decorate the city on Friday, November 9th. This includes the Christmas tree
* We will decorate for Winterfest (the tents) and do setup on Wednesday, November 21st.

**Entertainments:**

* We need TV’s for the Football games, Missy is loaning 1.
* We have booked the Beatle’s Band (coverband in costumes).
* The stage is being done by Project Best ( In Name) they will build it and advertise their name.
  + They may have a Bridgeport Equipment as well, to do the scaffolding
* The stage is going to be 16’ x 20’ – Ringo requested it to be bigger
* We have added Karaoke (Christmas), East Street Band to the music/entertainment.

**Beer:**

* Muxie Distributing
* We are selling both Wine and Beer
* There is a new list of Winterbeer that will be available. Chris will provide samples 😊
* Winter beers (Craft beers), Domestics and Wine (Amish Country)
* Wristbands: We can decide on who the money from wristbands to a charitable organization
  + We will decide on this at Project Forward meeting October 10, 2018
  + The wristbands are $1.00
  + Beer is $4.00 (Because it is craft beer)
  + Happy Hour will be Saturday, 4:00-6:00. Separate color tickets will be sold for Happy hour only.
  + Chris suggested us writing the starting number of wristbands and end number instead of us keeping the money separate the night of the event.

**Next Winterfest Committee Meeting will be next Thursday, November 1st at 6:00pm, MARTINS FERRY WEBSTER HALL!!!!**