**Attendance**

Present: **Michelle, Julie, Andy, Ritah**  
Absent: **David, Linda, Sarah**  
Additional Attendee: **Stephanie**

*David called in and nominated Michelle to take over as Chair. All present voted “yes”.*

1. **Discussion of upcoming events.**
   a. Upcoming Bunco nights: June 28, September 27 (No Bunco in July or August, due to there being other events/Julie out of town). **Julie** will speak again with Megan Podolsky about possible ongoing sponsor. Theme TBD.
      **Andy** to lead. Julie attempting to get some swag from her uncle. TBD.
   c. Adult Happy Hour July 26.
   d. Pool Party August 12.
   e. Casino Night October 7th
   f. Kid’s Halloween Carnival October 21

2. **8/12 Pool Party To-do list:**
   a. **Sponsorships**
      i. **Stephanie** to contact Irina Babb first regarding sponsorship. She will offer exclusive sponsorship/“feel it out” before we contact other sponsors.
      ii. **Julie** will then contact Podolsky’s for sponsorship.
      iii. After Irina and Aaron are offered sponsorship, **Michelle** will contact David Thorpe.
      iv. Possible **ProFit** involvement?
      v. **Julie** to explore Stoller Strides Involvement?
      vi. Requesting **Charles Schwab** sponsorship (same as last year) - **Michelle emailed David Nyguen to inquire.**
   b. Decided there would be no “theme” due to added expenses to buy decorations.
   c. Still need volunteers- **Committee- get out and get people involved!**
   d. We will be using same pre-approved vendors as last year, as advised by Mike Johnson & Management office, as well as research conducted online by Michelle Rampey and speaking with previous committee members
   e. Police presence or crossing guard for safety- **Stephanie** will reach out to Tucker crossing guard, get availability and cost info. *Committee must approve before we hire anyone.
f. Julie to reach out to fire dept regarding them having a truck to tour on site, plus ask them to fill up the dunk tank.

g. Michelle will talk to Office about additional lifeguards.

h. Necessary Permits:
   i. Special Assembly Permit & Fire Prevention Permit Approved- Michelle
   ii. Special Events Permit from Parks and Rec- Michelle waiting for response.
   iii. Verifying if Noise Permit needed - Michelle
   iv. Road closure permit not required, Michelle verified with Transportation & Environmental Services that permit not needed on private roads.
   v. Waiting for Building Permit approval for Moonbounce

i. Still need to purchase drinks for event.

j. Must submit purchases over $1500 to board for approval.

3. Pool Party items completed:
   a. Face Painter/Balloon Artist Booked, 4 hrs, Jenna Belle $760- deposit requested
   a. Ice Cream Cart- Scoops2U $960.36 –contract and deposit requested
   b. Bristol DeeJay 4 hours $545- contract and deposit requested.
   c. King St Blues Catering- same price as last year, includes everything but drinks $6691- received contract / pay 1 days in advance.
   d. Hops and Pops- Moonbounce, Dunk Tank, Tables & chairs, includes set-up, and operators. Removed the dual slide, added a dunk tank. $2276 -
   f. Volunteer info submitted to Compass for volunteers, however event notice with road closures printed without volunteer requests. Will ask for volunteers to go out in weekly blast.-Michelle
   g. Per Office, lifeguards are an additional expense. Office submitted a request for two additional lifeguards.

4. National Night Out- Tuesday, August 1st, 5-7pm
   a. CS to partner with Samuel Tucker, and Greenburg foundation so insurance would cover liability. Waiting for board approval.
   b. Michelle working with Stephanie and the board. However, Mindy Lyle and Mike Johnson taking the lead so A&E committee may focus on Pool Party.
   c. Will be different from last year’s Police night, aligning with city for National Night Out Event. Still need to confirm with Parks and Rec to use Armisted Boothe Park and with Samuel Tucker to use restrooms and awning behind school.
   d. Greenburg Foundation donated $2500, per Mindy Lyle

5. Other Items:
a. **Julie** to reach out to Port City and Portner’s for potential Bunco or HH night sponsorships/involvement. Stephanie brought up the idea of a “Walk, Talk, and Taste” event to Port City… Julie will inquire.

b. **Julie** to revise calendar and distribute

c. **Michelle** to then confirm dates with admins.

d. Decided to postpone July 4th parade for next year. Too late for necessary permits and planning to hold this year.

e. Canceled proposed movie night in October- already have event for kids (Halloween Carnival) and Adults (Casino Night).

***Next committee meeting Wednesday, 7/5.***