

Good morning!! Here are the minutes from our last meeting on Friday, May 3rd, 2024.

# **‘Arts In The Cove’ Meeting Minutes**

## **Friday, May 3rd, 2024**

**Call To Order 10:11am**

### **Attendance**

Cody Carver, Jaime Dube, Shannon Vellutini, Dania Allen, Heather Hedges , Carla Morrison , Alisha Phillips, Lynn Jackson and Julie Ashe

### **Meeting Minutes**

Heather made a motion to approve the minutes from the last meeting on Monday, April 26th, 2024. Dania seconds the motion and all were in favor.

### **Update on 501C3**

- Dania followed up on the IRS website. It has not been assigned to a specialist yet. Once it is assigned the Lee will be an ability to find out the status of the application.
- Lynn talked to Sharon Shrader, who is going to have Peter or Jack talk to either Heather or Dania to move the assets to an existing 501C3 for legality purposes. This advantage would give access to the assets through that entity. Then giving the ability to move forward and work on getting sponsors and donations.
- At this time we cannot apply for the gaming permit until the new 501C3 is approved. Nothing can be put on paper but can be verbal. No filling out W-9s yet for any donations.
- Carla and Dania will open up a temporary account on Thursday if needed to be able to add funds until 501C3 is approved.

### **Social Media/Webpage Status**

- Cody made the suggestion that if anyone wants to put anything on social media, have someone check for errors in punctuation, grammar, etc.
- Heather was able to access the webpage this week. She is finding a way to log in to the webpage through word press.
- Carla will look into working on Wordpress.
- Need to update the vendor or sponsor applications.

### **Island post article**

Alicia talked to Tina Williams at Island Post. We need to collectively decide on an outline of what we want to say in the article. Those who are going to be interviewed need to write down what they are sharing. Heather, Carla and Alicia will work on that.

## **Inventory**

- Inventory was organized on Wednesday, May 1st.
- Paper products are left but a lot destroyed.
- Everything accounted for except for pans, deep pans, shallow pans, Sterno stands and the karaoke machine are all missing.
- Need to talk to Janie for the above items.
- Need to get the key back for the sound board.
- Need to make an inventory list and check tents of what exactly is on hand.
- Saturday, May 11th, 2024 at 10am at City Hall
- Inventory cleanup at 12pm on same day.

## **Budget**

A budget is necessary to move forward with planning. Heather made a suggestion to wait on a budget as there needs to be a meeting planned just for the budget alone.

## **Committee Chairs**

- Dania and Julie will take care of food and drinks.
- Lynn, MaryBeth, Jaime, Shannon Gerry will take care of set up.

## **New Festival Ideas**

- Dip Contest
- Chowder Contest
- Bands - Alisha and Perry are working on procuring a few for the festival.
- Battle of the bands was suggested by Julie Ashe.
- A band from Ketchikan was suggested by Heather.
- Alicia is working on a beer garden for the festival and all that is entailed for legality purposes.

## **4th of July**

- Need table clothes, decorations, ribbons, paper goods, and utensils.
- Need to make a motion to approve money used for 4th of July items that are still needing to be purchased.
- Access to funds are currently unavailable. Going to wait a few more weeks to see if the 501C3 gets approved and monies will be available.
- Julie Ashe mentioned she will be going down south and could possibly check out the Dollar Store.
- Cody has a list from previous 4th of July events. High tide is about 1pm and greased pole needs to be done at high tide. An Event schedule was put together by Cody and shows as follows:

12:00pm Flag raising

12:15pm Parade line up

12:30pm Parade begins

1:00pm Grease pole event

4:00pm Sawdust pile

5:00pm Community potluck (please bring a dish)

6:00pm Community games

7:00pm Lucky duck race

10:00pm Fireworks

- A chili contest or bbq ribs contest was suggested by Julie Ashe.
- Need to find a group of volunteers to run the grease pole event.
- Lynn talked about funding for the fireworks. She talked to a few people about fronting the \$1500 budget but would like to be reimbursed. If board is interested about that, contact Lynn.

**Meeting Adjourned 12:11pm**

**Thank You  
Jaime Dube**