

**Craftsbury Antiques & Uniques Meeting**  
**Town Hall February 3, 2023 at 3:30 p.m.**

**Present in Person:** Lise, Bruce, Jacob, Kris, Michelle, Don, Leslie

**Present via Zoom:** Roger & Jeannine

1. Call Meeting to Order

Lise called the meeting to order at 3:30 p.m.

2. Adjustments/changes to the agenda

None

3. Approve last meeting minutes

Noted a few minor errors in names of potential food vendors, i.e. should be Backroad BBQ rather than Back Ribs, but these are not significant.

**Kris moved, Jacob seconded, to approve January 27, 2023 minutes. All in favor.**

4. Working Group updates

- Task List & Calendar Updates - Michelle asked everyone to let her know of calendar dates and tasks so she can keep updating. Getting vendor applications out is next.
- Vendor Application & Map - Michelle is setting the application up online so vendors can enter their info into a Google Form. Vendors can send their money once their application is approved. Things to consider including in vendor info/packet:
  - There are a limited number of electrical connections available.
  - No vehicles will be allowed on the Common after 8:30 a.m.
  - Make clear where vendors must go to check in when they arrive.
  - The check-in person can write the vendor # on admission tickets as vendor check in.
  - Details about welcome breakfast - how many breakfast tickets will each vendor receive?
  - Spaces will be 20' long x 10' deep.
  - Kris and Jacob will be able to measure the field soon so will know # of tents and spaces available.
- Site Work - Bruce has a preliminary estimate ~\$7,100 for 4 tents from Green Mountain Tent but is still looking for a better price from other companies. Tent rentals are already reserved for summer weddings so this is a challenge. Bruce has spoken with New England Wireless about getting a temporary wifi hotspot set up on the Common for the event. The cost of a state fire permit for the event has gone up significantly.
- Activities - Kris envisions a few activities interspersed with music throughout the day, not happening at the same time. She is talking with Prin about a Sheep to

Shawl workshop, and with Old Stone House staff. Jacob is looking into VT Vaudeville, Smirkus Camp, and a land-based art workshop by Nick who has written a book about this. There is a possibility of grant funding from VT Arts Council for some activities.

- Farmer's Market - Kris will put out the shared space idea to Farmers Market vendors for A & U Day. Farmers Market vendors who want their own space can be offered an A & U vendor space.
- Music - Don has made some initial queries of possible performers. Some have given prices (\$200 - 250/hour for single, \$400 for duo) and others have just said they'd come but not mentioned a price.
- Volunteers - Don is waiting for more detailed information before beginning to recruit volunteers. As far as offering use of the big tents to other organizations such as Saplings, will reach out once we know when the tents will be there.
- Food vendors - Lise and Jacob are gathering information. C Village has offered some ideas of what they would serve, so other food choices can be sought to avoid duplication among food vendors. Lise has learned of a mobile King Arthur cookie kitchen that is very popular at events like this - they bake the cookies onsite and may give them away in exchange for something like a donation to the food pantry. If we invite KA, need to do a good job communicating with other food vendors not to bring cookies to sell!
- Fundraising (grants and sponsorships) - Roger has been researching appropriate grant opportunities for funding the event. The best match seems to be the Craftsbury Fund in the VT Community Foundation. VT Arts Council is a good one to approach for music & arts-related activities. Conclusion is that for most funding for the event we should be offering sponsorships. Michelle found a sponsorship form for a similar event that looks like a great model to follow. Michelle shared some additional ideas about setting up a sponsorship program, e.g. someone who sells something like real estate could choose to sponsor the event and receive tent space for a booth. The "Friends of Craftsbury A & U" category would be a way for individuals to support the event. Jacob recommended the VT Tourism Board as a possible source of funding.
- Communication & Advertising -
  - Lise has a list of antique vendors to reach out to. Some will likely not come because A & U won't seem like the right fit for them, but for others who no longer have a brick and mortar shop, this might be a great opportunity. Kris suggested giving preference to antique dealers when reviewing the vendor apps. This is how it works with Farmers Markets where farmers are given preference to mediate the choices of vendors & get the best mix for the intent.
  - Michelle will work with April on potential sponsor lists. Michelle has created a mock-up of a stand-alone website for A & U as the town website is not conducive for all the features such a site should have. **Lise entertained a motion to spend \$153 for a Square Space website which includes a unique domain name for A & U this year. Don**

**moved, Bruce seconded, all in favor.** Michelle explained next year it will be about \$200 for their basic website options.

- Posters and Postcards - Kris The "Distance From:", map images, and GPS address for the postcard are being tweaked, close to being finalized. The design for the poster is done, waiting to see who should be added as Diamond Sponsors.
- Other Ideas - Don is looking for old photos which could be shared at A & U. Also it would be great to see if someone could bring an old car or tractor to the event.

5. Schedule next meeting

The next meeting will be next Friday, February 10th at 3:30 p.m.

6. Adjourn

The meeting was adjourned at 5:00.

Submitted by  
Leslie Taylor