

TOWN OF CRAFTSBURY
ANTIQUES & UNIQUES 2023
Committee Meeting Minutes
FRIDAY, JUNE 2, 2023 | 3:30 PM | TOWN HALL

Members Present

Lise Erickson, Chair; Kris Coville; Dan Houghton; Michelle Warren; Bruce Urie; Jeannine Young

COMMITTEE CHAIR LISE ERICKSON CALLED THE MEETING TO ORDER AT 3:30 PM.

● Adjustments/Changes to the Agenda

None.

● Approve May 19, 2023, Meeting Minutes

No changes required. **Bruce motioned to approve the May 19 minutes as submitted; Jeannine seconded. All aye. Motion passed.**

● Working Group Updates

Vendors – All

Total of 100 vendors now confirmed.

Food Vendors – Michelle & Lise

Discuss food vendors and confirm needs; contact for set-up details. Some still pending; will confirm.

Site Work – Bruce & Thomasina

Discussion: Water needs. ice storage. Tents; tables; chairs for eating, resting, enjoying entertainment, etc.; A stage. Green Team communications; potential support. Wildcat Busing will handle the busing.

Communication & Advertising – Michelle; Lise; Jeannine

Press release distributed; Google AdWords a potential. Ads should be put out this week; small ad in local papers to go out this week. Do all three weeks in all papers; at least two to three. Website work.

Budget – Michelle

Copies distributed; reviewed – estimates shown.

Performances, Music & Activities – Kris & Don

Child activities; resources. Budget. Entire event. Circus Smirkus. Post a list of performers and entertainment. Posting each week about the event – in FPF.

Posters & Postcards – Kris

On their way. Will be here before the June 19 target distribution date.

Volunteers

Needed for day of event; on-line volunteer slots. Volunteers needed and timing.

● Any Other Topics?

Route list: signage, logistics for vendor, community check-ins at event.

● Schedule Next Meeting

Next meeting in two weeks: June 16, 2023. Friday, 3:30 pm at Town Hall and via Zoom.

● Adjourn

The meeting adjourned at 4:59 pm.


Respectfully submitted: Victoria Hudson