

**KB ANNUAL STREET FESTIVAL COMMITTEE
MEETING MINUTES
November 28, 2012**

The Annual Street Festival Committee held a planning kick-off meeting at 4:00 pm for the 2013 Street Festival. The festival will take place on Saturday, April 27, 2013 on K & Atlantic Avenues, alongside the Ocean Front Park.

Committee Attendees: Debbie Price, Lore Eccleston, Ann Doran, Sharon McGee, Debbie Gonsalves, Harriet Owsley and Linda Mason

Town Attendees: Mayor Dean Lambeth, Sonny Beeker, Harold Heglar, Nancy Avery and Nancy Hewitt

1. Island of Lights Parade, 11/30/12

Everyone from the KB Street Festival Committee was invited to participate in the Island of Lights Parade taking place on Friday, November 30th. Those who volunteered to ride the parade float were instructed to meet at the KB Public Works facility at 6:00 pm to ride the float to the event site.

2. Wilmington Parade, 12/2/12

Debbie Price announced that the parade float has also been entered in the 2012 Wilmington Christmas Parade and asked that anyone interested in riding the float contact her for meeting place location and other details.

3. Festival Vendors

a. Food, Beer & Alcohol - Lore Eccleston will have Harriet Owsley assist her in signing up food, beer & alcohol vendors for the festival. Lore will be out of town during the month of February. She has two new food vendors she's looking at contracting with.

b. Arts & Crafts - Debbie Price will have Linda Mason assist her in signing up arts & craft vendors for the festival. She said, due to space limitation with the new festival layout, there might not be room for commercial vendors.

c. Vendor Application Forms – Nancy Hewitt will put blank vendor application forms on the Town's website, once received from Debbie & Lore. Vendors are required to submit completed forms & payments together. Separate folders will be put in the committee's box at Town Hall in which applications can be placed. Personnel at Town Hall will be instructed to not process payments with applications until given the OK by Debbie/Linda or Lore/Debbie, so they can decide which vendors to accept or decline.

Debbie Gonsalves offered to set up a Blood Pressure Check station during the festival.

4. Children's Activities

Because the grassy area in the Ocean Front Park will be reserved for musical entertainment & dancing, bounce castles might not be an option at the festival. Debbie Gonsalves will try to find a vendor that will do pony rides on the beach where photo opportunities will be offered. Debbie Price will contact the clown she got for the 2011 festival. Face painting and balloon sculptures will be offered. Someone suggested having a children's game area in lieu of the bounce castles: ring toss, fishing, duck pond, etc.

5. Musical Entertainment

Mayor Lambeth will contact Dennis Cooper with "South of K" to see if his band can perform at the festival. Debbie Gonsalves will contact "40 East" for availability/price. Sharon McGee will contact the "Mako Band" and "Spare Change" for availability/price. Canned music and a D.J. might also be used in the afternoon to allow for line dancing.

6. T-shirts & License Plates

Ann Doran presented a few design ideas for the festival t-shirts. A design with a dolphin jumping out of the water with the sun in the background was a favorite. She will discuss design and t-shirt color with the t-shirt vendor she used for the 2011 festival. Nancy Avery will look into having commemorative license plates made with the bluefish design being used for the Ocean Front Park. The committee would sell t-shirts and the license plates during the festival. Proceeds from license plate sales would go toward the Ocean Front Park.

7. Town Budget

Nancy Avery told the committee that there is \$11,000 budgeted for the 2013 festival. Debbie Price asked Mayor Lambeth to put together a letter to businesses requesting sponsorship funding. Nancy Hewitt will coordinate mailing the letters out.

8. Advertising/Flyers

Nancy Hewitt will make sure a press release goes out to the media sources and will create a flyer for the festival once she has all of the festival details.

9. Festival Signs

It was discussed whether there was a need for more festival signs. No decisions were made.

With no further business to discuss, the meeting adjourned at 5:15 pm.

Next meeting: The next committee meeting will be held at Town Hall on Wednesday, January 9 @ 3:00 pm.

Minutes taken by Nancy Hewitt

