

TOWN OF WALKERTOWN

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FESTIVAL COMMITTEE:

RANDY MENDENHALL – CHAIRMAN
ENOS JUMPER
TOM LANE
KAREN MENDENHALL
LYNN MCKINNIE

2010 WALKERTOWN “FALL” FESTIVAL MINUTES OCTOBER 19, 2009

The first organized meeting of the 2010 Walkertown “Fall” Festival was called to order at 4:00 p.m. by Chair Randy Mendenhall. In attendance were members: Tom Lane, Enos Jumper, and Lynn McKinnie. Also present were Mayor Davis, Sarah Welch, and Scott Snow.

Many issues were on the table – the first being that the committee must determine various duties required to organize the festival. Some of the duties mentioned were:

- Traffic Control
- Booths – size and cost
- Clean up crew
- Permissions for various issues

The area to be used for the festival was defined as a triangular shape bordered by Sullivantown Road, Main Street, and Highway 311 (Harley).

It was asked if permission to use Railroad property would be a problem?

There is a huge hole along Hwy-311(??) that needs to be fixed.

Someone should contact the Arts Council to reserve the stages for entertainment.

(Stages at the last festival years ago were located where the fitness center is now and at the house behind the Post Office – Aunt Lucy’s? 4934 Sullivantown Road.)

Would there be a problem with the fitness center on having the stage there?

(Randy will talk to the owner.)

There are probably about six (6) power poles still around from the “old” festivals.

Entertainment costs were discussed with no decision made.

A budget will need to be set by the town council for the festival.

The date of September 10th and 11th, 2010 was tentatively set for the festival – this could be changed.

The times would be:

- Friday From 4:00 p.m. until 9:00 p.m.
- Saturday From 10:00 a.m. until 7:00 p.m.

Parking would be a major concern but suggestions included parking at the school and using a group of “shuttle” vehicles to shuttle back and forth.

Parking at the town park and town hall as well as the lot adjacent to town hall were also possibilities.

Who would handle traffic?

Safety and liability issues were of paramount concern.

Should we rent-a-cop – probably a minimum of three (3). What about cost of that?

Do we need a waiver of liability with others?

Do we need a hold harmless agreement with others?

We need to let our town insurance agent know that we are having a festival.

Postage would be an additional expense – need to mail out “welcome” to the vendor letters and then to send applications, etc.

The letter to the vendors was read over by Randy Mendenhall and with his approval, can be sent out as soon as dates are firmed up.

In the cost to rent a booth, should there be a price difference for churches or non-profits? What about for electricity or not? Most members felt that there should be a charge for everyone and a price difference for electricity.

Probably should be about 40 minimum booth spaces.

Lynn can call Sandra Beeson for information about costs of different festivals since she does a lot of festivals and could probably give us some insight.

Information concerning the festival should absolutely be included in the town’s website and also on the North Carolina Festival website.

Sign-ups should begin now. Should there be a discount for early sign-ups?

On the triangle of streets, all owners concerned should be advised that we are planning a festival in the fall of 2010.

We need to figure out how many spaces we can get out of the area.

We need to get prices of booth rentals from others who have held/attended festivals.

Size of the booths would likely be 15-feet wide.

Mail the “welcome” letters to the vendors.

BEFORE THE NEXT MEETING: Work on contacting musical groups.

Find out which groups would be interested in playing,

Get an approximate fee. They might play about an hour each.

Possibly on Saturday have shows at 11:00, 1:00, 3:00, and 5:00 – maybe on two stages. This would require at least ten (10) acts.

Other things to consider getting:

- Dumpster
- Port-a-Potties
- Portable Water Fountains

A car show would be a good addition – but is there enough space? Car shows would attract more participants. Keith Grubbs would be a good contact for this project. Maybe have race car(s)?? Antique cars? More discussion would need to be done on this.

The next meeting will be:

Monday

November 16, 2009

4:00 p.m.

Town Hall Conference Room

Submitted by:

Lynn McKinnie