

Avon Community Heritage Festival

Meeting Minutes December 13, 2016

Meeting Called to order by Karie Sinclair at 7:33 am with a Quorum Present (4 of 7)

- **In attendance Karie, Doug, Virgil, Robert**
- **Partners in attendance – Candyse and Karen**
- **Welcome Candyse Mays, she is our newest addition from the Avon Fire Dept!**
- **Absent – Randy, Lora, Heather**
- **Departing from the board Melissa (6 years) Amanda (2 years) Bev (2 years)**

Review and approval of October 25th Meeting Minutes

- **Motion Doug, Second Virgil pass 4-0**

Treasurer's Report – Robert Cummins

- **Reported both November Statement and December to date.**
- **Everything balanced**
- **Looking in to Ramsey to make sure we did not pay extra \$700.**
- **December Balance Sheet also showed the amount spent in 2016 per category for budgeting in 2017. (See Attached Documents)**

New Business

1. **Discussion of Officer Slate for 2017 - Nominations**
 - a. **President – Virgil Underwood**
 - b. **Vice President – Karie Sinclair**
 - c. **Treasurer – Robert Cummins**
 - d. **Secretary – Heather Newman**
2. **Motion to approve by Doug W, Second by Virgil U, motion passed (4-0)**
3. **Reviewed new board member bio for Cassi Still**
 - a. **Motion by Virgil U, Second by Karie S Approved (4-0)**
 - b. **Welcome Cassis Still**
 - c. **Lora Lacey to reach out to Cassi Still and share meeting minutes and meeting times**
4. **Selected Board members to review the Treasurer's Books**
 - a. **Virgil U & Karie S along with Robert Cummins to Review on 12/19/2016**
5. **Discussion around meeting dates and times for 2017**
 - a. **At this time Day and Time will remain the same**
 - b. **Meeting Dates for 2017 are attached**
6. **Discussion around Business Cards for the board members of the ACHF**
 - a. **Robert is looking in to cost and getting these printed**
 - b. **Motion by Karie, Second by Doug to move forward if total cost is less than \$100.00, motion approved 4-0**
7. **Recap of Tree Lighting**
 - a. **Parking went well**
 - b. **Lower in Attendance**
 - c. **Vortex Tunnel was a big hit this year**
 - d. **Santa's Corner was nicely decorated by Frazee Gardens (Thank you)**

- e. Need to make sure entertainment has at least a few kids groups
 - f. Meijers donated a gift card day of for \$100, will use this to purchase additional lights and trash bags for 2017. (Virgil & Robert)
 - g. Considering for 2017 – Adding Reindeer From Silly Safari's or somewhere – Robert
 - h. Find out why not listed in Town Planner – Virgil
 - i. Spot lights need fixed or bulbs replaced
 - j. Discussed Making sure we contact kids groups earlier to book them for our event
 - k. When is AJAA's banquet for 2017?
 - l. Karen to research if we still have access to our online forms system for 2017
 - m. Discussion around changes to the Talent Show (Avon's Got Talent)
8. Meeting Adjourned 9:01am Motion by Karie, Second by Virgil (4-0)