

## Minutes

### Communications and Public Relations Committee

December 18, 2018

3pm Town Hall

The meeting was called to order at 3pm. Present were Carol Stevenson, Ann Boteler, Stephanie Bunoski, Linda Whitney, and Margaret Oliver. Absent was Lisa Saxton. There were no members of the public in attendance.

The proposed agenda was read and approved. The draft minutes of the previous meeting held September 12, 2018 were read and approved.

Members were reminded to turn in any outstanding bills to the town for reimbursement.

A discussion of the next social function, a St. Patrick's Day Pot Luck Party followed. It will be held in town hall on March 16<sup>th</sup> at 6pm. Lisa Saxton will produce an advertising flyer and take reservations. Margaret will make sure we have sufficient paper goods. A meeting will be held prior to the party to plan decorating and set up.

Activities for 2020 fiscal year were discussed. It is the plan of the town to ask our summer exercise instructors to purchase a mercantile license. That way they may charge for their services. We will discuss how the town may assist in advertising the summer programs to residents and guests.

The Chairman has proposed an ordinance change to allow Town sponsored bonfires on the beach. A paid service may be used to set up these bonfires, so we will propose additional costs for the social activities budget. Pending ordinance change, bonfires will be held within the safety guidelines to be established by the town. We will look at potential party dates at a future meeting. Two movies for summer will be proposed in our budget. Dates will be chosen will be July 17<sup>th</sup> and August 3<sup>rd</sup>. Glow necklaces will be the favors for children and water will be furnished.

The new website was introduced and discussed. It is operational, but not yet totally completed. We will not budget for a July 4<sup>th</sup> Parade Float for next summer as the Anniversary Party will be held just a few days prior to Independence Day. We discussed our budget for Realtor Outreach and voted to spend that line item of \$1000 for a drone advertising piece in the new website. The chairman will follow up with a drone vendor.

The chairman reported on the Anniversary Party Plans. So far they include a steel drum band, Grotto Pizza, McCabes Sandwiches, Malvo Snow Cones, Pepsi Produces, Water, Cookies, and Pretzels. Activities will include Face Painting, a Giant Claw Machine, All local clubs such as SBPOA, Historical Society, and Women's Club will have tables. There will be give-away items, raffles, tailgate toss. The party will be held in Town Hall area, June 30<sup>th</sup> from 1 to 4 pm.

Budget proposal for our committee will be submitted on Jan 14<sup>th</sup>.

Respectfully submitted, Carol Stevenson, Chairman