

## Communications and Public Relations Committee

March 9, 2020

The meeting was called to order by Chairperson Carol Stevenson at 2 PM. Also present were committee members Ann Boteler, Margaret Oliver, Linda Whitney, Lisa Saxton and Stephanie Bunoski. Town Manager Maureen Hartman was an invited guest in attendance. No public was present. Carol asked Ann to take minutes.

Carol Stevenson took a moment to voice the committee's condolences to Stephanie in the loss of her mother and father in the last two weeks.

A motion was made and seconded to approve the Proposed Agenda. The Agenda was approved by unanimous vote. A motion was made and seconded to approve the Draft Minutes from November 8, 2019. The Minutes were approved by unanimous vote.

Because of the current Coronavirus issue and potential spread, it was agreed to cancel the Cinco de Mayo celebration.

Carol reported that of the \$5,300 requested for the C&PR budget for the upcoming fiscal year, \$2800 was approved by the Town's Budget and Finance Committee of which \$1,600 is for a movie on the beach and \$1,200 is for other social activities. Carol explained that the SBPOA is willing to supplement the budget as needed. Maureen noted that reimbursements will pass directly from SBPOA to Carol Stevenson's committee, eliminating the Town as the middle man. Carol will put together a list of proposed events and their estimated costs to present to SBPOA for approval.

The CEC will sponsor the photographer exhibition again this year on June 6<sup>th</sup> with the C&PR committee hosting. CEC will also sponsor the canal end adoptions and will have a celebration party for the adopters. The C&PR committee might host for this event as well.

Movie night will be held July 15<sup>th</sup> with a rain date of July 16<sup>th</sup> pending Barton's ability to move the dates from the 5<sup>th</sup> and 6<sup>th</sup>. Carol will make this request. No movie has been chosen yet. Ann has leftover glow necklaces for the movie. She will check how many she has and order more if need be.

Maureen reported that the committee can host bonfires on the beach with Jon Stiffler from the Town's Maintenance Department and the lifeguards supervising the fires and ensuring the safety of attendees. She also reported that there is no liability for the Town. The dates of July 1<sup>st</sup>, August 5<sup>th</sup> and September 5<sup>th</sup> were chosen for the bonfires pending approval by the head lifeguard, Ryan. Hot dogs will be sold at these events to raise funds to help the lifeguards with their anniversary celebration in 2021. Sticks to roast marshmallows will be provided along with supplies to make S'mores. Carol will look into signage for the bonfires.

South Bethany will produce a float for the July 4<sup>th</sup> parade if a leader steps forward to organize the production. SBPOA would be asked to finance the float.

An Independence Day Weekend party will be held on Sunday, July 5<sup>th</sup> at 6 PM on the Town Hall premises. A steel drummer is already lined up for entertainment. Hot dogs, snow balls and pizza slices will be sold for \$1 each to defray the cost of the event. Water coolers and cups will be provided. A Porta-Potty will also be provided. Corn hole boards will be set up in the parking lot for free play. Carol will ask the SBPOA if they would like to present awards for the winners of the July 3<sup>rd</sup> boat parade at this event. Maureen will call Grottos to request the pizza asap as Grottos indicated this will be a first come first served basis for that weekend. Maureen will give Carol the contact information for the face painter that was so popular at the Town's 50<sup>th</sup> anniversary. Margaret will bring her small American flags to give away and will buy more if she doesn't have enough. Maureen will also ask Jay if he will be the snow ball vendor.

Once again C&PR committee will host a Halloween party. October 24<sup>th</sup> was chosen for it.

The committee agreed to again host the Christmas caroling and was agreed that two trollies are needed. A chili party will follow. A notice of the caroling will be put in the fall newsletter asking people to reply by email if they will be in town and would like to be serenaded by the carolers.

Maureen explained that there is possibility of a Town ordinance in 2021 to regulate the vendors for the Town, specifically the beach vendors and the yoga instructors. Vendors would have to bid to win the contracts. The bids will not necessarily go to the lowest bids but rather to the programs that best suit the Town.

Carol will use the remaining \$1,118 from last year's budget for re-usable signage for the upcoming year's different events. Margaret agreed to help her with this.

There was no new business.

The meeting was adjourned at 3:25 PM.