



REHOBOTH TOWN EVENTS COMMITTEE

Meeting Minutes

Location: Rehoboth Town Offices, Rehoboth, Massachusetts

Date: 7:00 PM, December 11, 2018

Attendance: Jake Kramer, David LeComte, Jennifer Lecomte, Kim Fagundes and Skip Vadnais

Absent: Deborah Breckenridge

Agenda Items:

1. First Meeting: Skip Vadnais is the Board of Selectmen Liaison for the committee.

Skip reviewed the open meeting laws and structure of the committee.

Motion was made by Jennifer to nominate Jake Kramer as the Chairman of the committee, seconded by Kim. All in favor

Motion was made by David to nominate Kim for Vice Chairman, seconded by Jen. All in favor.

Motion was made by Kim to nominate Jennifer as the Clerk of the committee, seconded by Dave. All in favor.

2. Seed money to begin planning for the Taste of Rehoboth: Taste of Rehoboth will be the first event under the new Town Events committee. Francis Farms has agreed to host the event on June 4th, 2019 and they require an \$800 deposit. Skip Vadnais suggested we put together all of our needs for the TOR to be presented at the town meeting in May. Skip Vadnais & Jake Kramer will talk to the town accountant (Roberta Olivera) about setting up and account for the TOR. The TOR needs to put a deposit to hold Francis Farm for the event. Profits from the 2019 TOR will be donated to the 375th committee to pay off the debt to the town.
3. Budget: On hold until Skip talks to Roberta later this week.
4. Motion was made by David to set up a subcommittee for the Taste of Rehoboth to be run under the umbrella of the Town Events Committee. Seconded by Kim. All in favor.

5. Motion was made by David to have Deborah and David as co-chairs of the TOR subcommittee. Seconded by Jen. All in favor.
6. Taste of Rehoboth: David and Debbie will begin to set up a Gantt chart for organizing the event. Suggestions for the TOR included a Signature cocktail contest and streamlining all of the legal documents. In a preliminary discussion with Francis Farm about the date and what they will need for a contract, it was stated that they need a release of liability for the Farm and for the town.

Connie Wenzel-Jordon has agreed to help with making flyers for the TOR.

We discussed the raffles for the TOR and whether we need to link to a 503C to accept donations.

Jake has asked for the basic timeline for TOR and that the subcommittee emails all vendors to get a commitment prior to the next meeting.

7. Next Meeting: Jake will schedule at the end of January.
8. Motion to adjourn at 8:00 pm by Jen, seconded by David. All in favor.

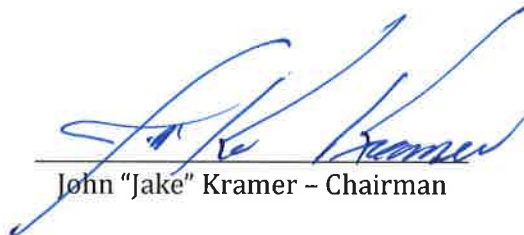
Respectfully submitted,

Jennifer Lecomte

Meeting Minutes Approved (date and time):

Date: Jan 09 2019 Time: 1940 hrs

Signature of The Town Event Committee Chairman
after minutes have been approved:


John "Jake" Kramer - Chairman
