

**TOWNSHIP OF OCEAN
SPECIAL EVENTS COMMITTEE
REGULAR MEETING MINUTES
May 10, 2016**

Meeting began at 7:00 p.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

OPEN PUBLIC MEETING ACT STATEMENT

Pursuant to the provisions of the New Jersey Open Public Meeting Act, sending copies of the notice of the meeting properly provided adequate notice of the meeting to the Asbury Park Press and the Atlantic City Press. Notice was posted on the bulletin board in the Administration Building.

STATEMENT OF RESPONSIBILITIES: The Special Events Committee is an advisory committee to the Township Committee. Discussions and motions made at this meeting are understood to be recommendations only and dependent on the consideration of the Township Committee for approval.

The meeting of the Township of Ocean's Special Events Committee was held on the above date and time. The meeting was called to order by Chair, Jeanne Broadbent.

ROLL CALL

Members Present:	Georgette Boden	Jeanne Broadbent	Pat Eppolito
	Barbara Houston	Jay Manza	Rita Sweeney
	Gina Schreier	Jeff VonSchmidt	Debra Woods

Members Absent: Joan Tredy

APPROVAL OF MINUTES – April 12, 2016

Barbara Houston made a motion to accept the minutes and Rita Sweeney seconded them.
All in favor

CORRESPONDENCE:

Special Events Committee minutes 5-10-2016

CHAIR

Vendors – Chair gave all members a copy of the sheet of registrants which shows 126 plus 7 food vendors. In speaking to the vendors and food vendors they do not want to move to the side of the school. They like the flow of traffic where they are. Thought is to put them back into in field of field five. There will be picnic tables between fields four and five. We cannot put a tent there because of baseball tournament.

Other vendors want them there because it draws people and then they see that there are other vendors in the back.

A lot of new vendors, a lot of jewelry vendors, they are all paid for and on the list alphabetically. Chair stated that she doesn't have any IOU's at this time but that might change as new vendors want to come when the date gets closer. Anyone working the field they will be color coded so that you can see who has a double spot.

Jeanne will get the final listing to Jay the day before.

Flyer - Everyone has a copy of the flyer and some of the groups would like the flyer to state that their names and a listing of approximately when. There will be more flyers produced with that information to be put out around town. The flyer will be going out to the schools and on the back will be the cupcake eating contest information.

GEORGETTE

Stage – Draft - Georgette went over the schedule and stated that it is very tight because of the bands need to set up and break down. Discussion took place as to moving some around and if in fact they might be able to use some equipment that is already set up such as speakers, mikes etc. Georgette will have them call Mr. Clanton and see what could be done. Continued discussion as to schedule and announcements.

CUPCAKES

Chair stated that she emailed everyone that was in it last year and the flyer will go out to the school this Friday as a reminder.

Decorating – Entrants have to be brought to the tent by 1:30 for the judging. The winners will be announced at 2:00

Eating Contest - Contest starts at 1:15

Prizes – Walmart gift cards

Schedule - When Georgette finalizes the stage schedule she will email to Lydia and she in turn will get it out to everyone.

Special Events Committee minutes 5-10-2016

Registration – Be there by 6:15 AM Rita Sweeney, Pat Eppolito, Jay Manza, Lydia Dodd, Jeff and Jeanne

CHAIR

Chair stated that we have our young volunteers who will help give out flyers of coming events, they can help out at cupcake contests with set up, clean up and break down.

Handicapped parking will be in the front of the school.

PAINT THE TOWN PINK

There are only 7 or 8 poles left, flag sale has been a success. Special Events committee paid for 250 ribbons that are placed on Township Buildings. Cost of ribbons were \$312.00 and flags Cost us \$5.86 and we sold them for \$10.00, flags and poles cost us \$9.42 and we are charging \$15.00 so we are getting our expenses back plus the bows, and the rest is going to Meridian.

Chair stated that the volunteers can give out flyers for our upcoming events such as:

Fishing Derby – June 3rd at Sands Point Park, Fish and Crab Contest
Hayride Contests

Georgette asked if we have a big sign of schedule events again this year.

Chair asked for a motion to close.

Rita Sweeney made a motion to adjourn; Barbara Houston seconded it, all in favor

Meeting Adjourned at 7:53 PM

Respectfully Submitted

Lydia M. Dodd
Recording Secretary