



Essex Fun Fest Committee Regular Meeting Agenda

Meeting Date: Thursday June 13, 2019

Time: 6:15 pm

Location: Barnett Board Room – Essex Centre Sports Complex

1. Chair to call the Meeting to Order
2. Additions to the Agenda
3. Adoption of Agenda
4. Declarations of Conflict of Interest
5. Approval of Previous Minutes
6. Old Business:
 - a. Monster Mural
7. Sub-committee Updates
 - a. Sponsorship (Joe, Katie, Mike)
 - b. Vendors
 - i. Food (Joe, Jake)
 - ii. Non-Food (Kelly, Jake)
 - c. Parade (Jake, Kyle, Richard)
 - d. Entertainment and Attractions
 - i. Main Stage (Joe) – Confirmed
 - ii. Secondary Stage (Kim)
 - iii. Bavarian Gardens (Joe) – Confirmed
 - iv. Kids Zone (Pam) – Confirmed
 - v. Attractions
 - Fun Fest Attractions – Thrills (Tanya, Joe)
 - Zop – A Circus Bonanza
 - Wrestling – Confirmed
 - Fireworks - Confirmed
 - Fun Fest Attractions – Family Friendly (Kelly, Katie)
 - Zoo2U
 - Youth Talent Show – Confirmed
 - Watermelon Eating Contest – Confirmed
 - Pony Rides – Confirmed
 - Third Party Attractions (Joe, Doug)
 - BIA Downtown – Confirmed
 - Kinger's Horseshoe Tournament – Confirmed

- Essex Legion Fun Fest Pickerel Dinner – Confirmed
- Essex Fun Fest Flower Show (Essex and District Horticultural Society) – Confirmed
- Train Puzzle/Train Movies (Essex Train Station) - Confirmed
- Interdenominational Church Service - Confirmed

8. Volunteers (Joe, Jarred, Pam, Ron)

9. Admission Fees, Park Hours and Credentials

- a) Fees for people with disabilities and their workers

10. Parking

11. Amusement and Midway

12. Bavarian Gardens

- a) Hours of Operation – Confirmed
- b) Tents/Operations
- c) Serving Staff
- d) Permit/Insurance
- e) Product Inventory/Ordering

13. Security

14. Financial

- a) Approval of Bills

15. Marketing and Social Media

16. Operations/Site Management

17. New Business

- a) Emergency Action Plan
- b) Committee Member Expectations

18. Next Meeting Date

19. Adjournment