



Essex Fun Fest Committee Regular Meeting Agenda

Meeting Date: Thursday February 15, 2018

Time: 6:00 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. There is no old business
7. New Committee Members
8. Vice Chair Election
9. Sub-committee Updates
 - a. Sponsorship
 - b. Vendors
 - i. Food
 - ii. Non-Food
 - c. Parade
 - d. Entertainment and Attractions
 - i. Main Stage
 - ii. Picnic Stage
 - iii. Bavarian Gardens
 - iv. Attractions
 - Fun Fest Attractions
 - Classic Championship Wrestling
 - Cra-Z-Crew BMX Stunt Team
 - Birds of Prey
 - Youth Talent Show
 - Watermelon Eating Contest
 - Fireworks
 - Pony Rides
 - Third Party Attractions
 - BIA Classic Car Show
 - Kinger's Horseshoe Tournament



- Essex Legion Fun Fest Pickerel Dinner
- Essex Fun Fest Flower Show (Essex and District Horticultural Society)
- Coin and Nostalgia Show (Essex Train Station)

v. Kids Zone

10. Volunteers

11. Admission Fees and Credentials

12. Designated Parking for Entertainers

13. Amusement and Midway

14. Bavarian Gardens

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

15. Shuttle Service

16. Security

17. Financial

18. Marketing and Promotion

19. Website and Social Media

20. Operations/Site Management

- a) Splash Pad Location
- b) Site Services for Water Truck
- c) Back Gate
- d) ATM

21. New Business

- a) FEO Sustainability Information
- b) Theme for 2018 Festival
- c) Request for Information regarding Bavarian Gardens

22. Next Meeting Date – March 15, 2018 at 6:00PM

23. Adjournment