

## **Sept. 1, 2022 PARC Meeting 6:00 p.m.**

**Members present:** Chris Copeland, Jennifer Stone, Carla Hall, Janet, Angela.

### **Discussion: Anniversary Celebration Details**

1. Door prizes. Discussed and wrote down all door prizes and have in order for Mark.
2. Added to the list 8 tumblers with the village logo.
3. Robby will get ice on Sat. morning and Darrell stated that he would pay for the ice from his ice machines.
4. Mark and Zack will line the field for Vendors on Friday afternoon. Mark will be there Saturday at 10:00 a.m. to open gate for band to set up and to show food truck and inflatables where to set up. Vendors are coming at 11:00. Kim will be there to show them where to set up. Old Richmond volunteer firefighters are going to help us show people where to park. Chris will be there around 11:30 to show car show participants where to park.
5. We need a few more people to volunteer to sit at door prize table and sit near inflatables.
6. The Park Staff has been asked to provide tables and chairs for the Committee's needs. We will set up two tents, two tables, and three chairs for Park Committee to have door prizes and giveaways and provide Park Committee applications. (Angela is making signs to go on front of the tables). Also provided will be one table and two chairs for History Committee. We will get a tent for them. They will be in front of the tobacco barn. Two chairs are needed at the inflatable area for people managing them. We will get a tent for them. Two chairs and two tables need to be provided for the face painters. We will get a tent for them. We need people to bring tents if they have them. Any other items we need from park staff? They will be there all day to help us.
7. Jennifer counted all the drinks, and Chris will purchase extra waters and a few more drinks that are needed. All coolers will be ready. There will be vendors selling other beverages.
8. All PARC members arrive no later than 10:30 to help set up and prepare.

Jennifer Stone

PARC Committee Secretary