




Agenda for Meeting @ 6:00 PM Booster Club 99 Main Street Ashland

Ashland 4th of July Committee PO Box 12, Ashland NH 03217 AshlandNHIndependenceDay@gmail.com

 <https://www.facebook.com/AshlandNhFourthOfJulyCelebration?ref=bookmarks>

Committee Attendees: Kathy Jaquith, Katie Maher, Amanda Loud, Laura Dion

Absent: Glenn Dion

Optional Attendees: Steve Heath (Fire Chief), Tony Randall (police chief)

Open to the public

Stakeholders receiving minutes: Mardean Badger; Mark Liebert, Chair AARA

Scribe: **Timekeeper:** Amanda Loud, Chair

Fireworks Monday, July 3 ● Rain Date Wed., July 5th ● Parade Tuesday, July 4th 10AM

Agenda

1. Meeting called to order at: 6:00 PM
2. Secretary's Report: Need for a secretary
Amanda will continue to take the minutes until we can find a secretary.
 - b. Meeting Minutes of 11/14/16 Minutes were approved
Moved by Katie M., seconded by Kathy J
3. Financial officer's Report –Laura Dion/ Kathy J.
Kathy J. reported that A4J bank account has been closed. We are now operating under the Heritage Commission. Kathy will keep the old account documents until all taxes are filed. Then Laura D. will store the old financial docs in town hall. Laura and Kathy will copy docs and leave the originals for AARA.
 - a. Committee noted the budget submitted to Heritage Commission and then revised
 - b. Committee noted that we have a downward trend on fundraising and difficulty finding volunteers for the events.
4. 2016 FIREWORKS & PARADE EVENT PLAN
 - a. Atlas contract has been signed and submitted by the Town of Ashland
 - b. Payment from Heritage Commission has been received by Atlas.
5. VOLUNTEERS – NEED MORE!!
 - a. The Committee is concerned that it cannot continue to exist without more volunteers.
6. Public Relations
Amanda will write up a 1 page informational summary of the events/ times for Town Hall and its Website. This will include FAQs on parade and fireworks, pancake breakfast, parade line up, and the recommendation floats have guardrails.

Amanda will also publish a short press release in local papers Feb., March, April, May.... 56th year of the celebration, etc... She will also write an article about the pancake breakfast- who does it, how many years- and will contact Mo LaFrenier for info.

Theme for 2017: Celebrate Ashland July 4, 2017! (covered bridge, things we love about Ashland in float design...) Also look at making items that read "Celebrate Ashland!" (w/o the date)



7. Fundraising

a. The Committee decided to sell items other than buttons on-line at an On Demand promotional printing site

b. 2016 Button & Sticker Design – Amanda will contact Stacy and coordinate it all with her 1 button design this year- order no more than 500

Katie suggested using a colorful scheme on both the button and brochure and not an off-white. We want to keep the design theme consistent throughout the button, brochure, posters, etc. We want a more modern design. We need Stacy to share with Jaye to incorporate the colors into the brochure.

8. Mary Ruell Award and Grand Marshalls

Ruell Award: The Committee to voted to honor Norm DeWolfe (posthumously) with the award.

Moved by Kathy J., seconded by Laura D.

9. Legal

a. Amanda will compose a letter for the committee to review at our next meeting regarding unlicensed vendors

a. submit permits before next meeting: Amanda will check with Tony Randall to be sure all permits are submitted.

b. Review by-laws: Amanda will send revised by-laws to Heritage Commission

Legal agreements: entertainers and vendors. Forms must be updated to reflect 2017 dates and any changes. Amanda will contact Jimmy Alba and see if he will be coordinating the entertainment (sound, singer, bands) again this year.

Amanda will be sure to coordinate with Anne Barney regarding the use of the field.

Flag raising/ pledge of allegiance- We will ask The Legion/ perhaps make it more ceremonial? The Committee will find someone to coordinate this

Photographer at events is needed. Laura D. will ask Frank Flanders if he will do this.

Laura D. is in charge of social media, including the Facebook page.

2018: The Historical Society is planning fireworks and a parade in 2018. This may conflict with our fundraising.

Katie Maher will not coordinate the advertising fundraising in 2018. We need someone who can do this.

10. Meeting Adjourned at 7:30 pm.

Next Meeting: Monday, February 13, 2017



Future 2nd Monday Meetings:

July 3rd Fireworks, July 5th Fireworks Rain Date, July 4th Parade

Day	Date	Item/Initiative	Responsible
Monday	January 9, 2017	Planning Meeting	Committee
	February 1st	Button Design submissions due Announce Mary Ruell Award Submit Permits Execute Fireworks Contract & Pay in full	Fundraising Committee Mary Ruell Committee Town of Ashland & Chiefs Town of Ashland
Monday	February 13	Planning Meeting Sales, Fundraising & Publicity	Committee
	March 1st	Advertising Letter to Merchants Contracts for Parade Entertainers	Program Committee Town of Ashland
Monday	March 13	Planning Meeting	Committee
	April 1st	Program Contracts, payments & Ads Due Buttons, Shirts & Bags sent to print Contracts for Midway Vendors	Program/Banner Committee Publicity Committee Town of Ashland
Monday	April 10	Planning Meeting Select Mary Ruell Award Winner	Committee Mary Ruell Committee
	May 1st	Final Program sent to print Distribute Canisters Announce Mary Ruell Award Winner Ad Payment Due Contracts for Port-a-potties	Print Committee Treasurer Mary Ruell Committee Program/Banner Committee Town of Ashland
Monday	May 8	Planning Meeting Funding Payment to Town	Committee Treasurer
Friday	May 29	Memorial Day Weekend Promotional Distributions Memorial Day Monday May 30th	Committee
	June 1st	Banner Advertising Payment Due Announce Mary Ruell Award Winner	Program/Banner Committee Committee
Monday	June 12	Planning Meeting	Committee
Saturday	July 3rd	Fireworks	Committee and Volunteers
Sunday	July 5 rd	Fireworks Rain Date	Committee and Volunteers
Monday	July 4th	Parade	Committee and Volunteers
Monday	August 14	Post Event Debrief Meeting Thank you Letters & Article	Committee Secretary & Publicity

Ashland 4th of July Committee Members 2016

Name	2016 Role	Work	Cell	Email
Alicia Wendleboe	Cman	603-968-7030		aliwen@roadrunner.com
Anne Barney	Ashland P&R Dir			recreation@ashland.nh.gov
Amanda Loud	Secretary, Publicity, Awards		603-667-5323	aloud@roadrunner.com
Caroline Gosse	Volunteer		443-286-9664	nhgrandma@hotmail.com
Cathy Landroche	Parade, Publicity Chair, Program		850-582-4918	c.s.landroche@gmail.com
Chris Swanson	Fireworks	603-536-5700		pensandnumbers@gmail.com
Dan Uhlman	Fireworks	603-968-7626		duhlman@belletetes.com
Glenn Dion	Fireworks Chair		603-381-3100	grdion13@gmail.com
Heather Thibodeau	Ashland	603-968-4432		townadmin@ashland.nh.gov
Jimmy Alba	Entertainment Chair		603-254-8806	jjalba2@myfairpoint.net
Jerome Landroche	Parade Chair		850-582-4918	jerry@rfamail.com
Kathy Jaquith	Treasurer, Fundraising, Program		603-412-2773	kathyjaquith@hotmail.com
Katie Maher	Chair, Legal, Program		215-630-3369	katiemaher@comcast.net

Fourth of July
 **ASHLAND, NH**

Laura Dion	Finance, Fundraising	603-254-4791	Lkdion7755@gmail.com
Mardean Badger	TOA Web Site		iowa2nh@gmail.com
Mark Liebert	AARA Chair		mark.liebert@gmail.com
Norm DeWolfe	Selectman		ndewolfe@ashland.nh.gov
Patty Heinz	Volunteer		pweden@aol.com
Phylliss Reitsma	Volunteer		
Steve Heath	Safety	603-359-1130	firechief@ashland.nh.gov
Tony Randall	Security	603-960-0292	trandall@ashland.nh.gov