



Agenda for Meeting: Monday, February 8th, 2016 @ 6:00 PM Ashland Fire House

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

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

Committee Attendees: Glen Dion, Laura Dion, Pat Crowell, Patty Heinz, Kathy Jaquith, Amanda Loud, Cathy Landroche, Jerome Landroche, Katie Maher

Absent:

Optional Attendees: Bob Baker, Caroline Gosse, Jane Sawyer, Phylliss Reitsma, Norm DeWolfe (Chair BOS), Heather Thibodeau (Town Administrator), Ann Barney (P&R Director), Tim Paquette (Public Works), (Steve Heath (Fire Chief), Tony Randall (Police Chief), Alicia Wendleboe, Chris Swanson, Dan Uhlman, *Open to the public*

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

Scribe: Amanda Loud, Secretary

Timekeeper: Katie Maher, Chair

Fireworks Sat July 2nd ● Rain Date Sun July 3rd ● Parade Mon July 4th 10AM

Agenda

1. Meeting called to order at: 6:00 PM
2. Secretary's Report – Amanda Loud
 - a. Meeting Minutes 11/10/2015
3. Treasurers Report – Kathy Jaquith
 - a. 2016 Treasurer Responsibilities and Roles
 - b. 2016 Transition: Spend AARA Patriotic Account; Deposit Town of Ashland Heritage Account
4. 2016 Fireworks
 - a. Status Fireworks Contract (Town of Ashland)
 - b. Letter to advertisers (Jane & Kathy)
 - c. Vendor Agreements (Town of Ashland)
 - d. Star Bangled Banner Singer
 - e. New Entertainer(s) to work with Art Harriman
 - f. Increase Vendor Food Carts
 - g. Increase Port-a-potties
 - h. Steve Green/Stage & Performers
 - i. VOLUNTEERS
5. 2016 Parade
 - a. Theme "200th Anniversary of 1816 The Year Without A Summer / Reuben Whitten
 - b. 2016 Button & Sticker Design
 - c. Entertainer Agreements (Town of Ashland)
6. Public Relations
 - a. Postings on-line calendars
 - b. Posting on Town of Ashland web site
 - c. Posters – 2016 Ashland Fireworks Hokey Pokey
7. Fundraising
 - a. Canisters (Laura Dion)
 - b. Advertising Sales (Katie Maher)
 - c. Designing the Program & Managing Ads (Jae Demurs & Cathy Landroche)
 - d. Coordinating with AARA for Freudenberg & Post Office Parking
8. Meeting Adjourned 7:30PM



Next Meeting: March 14th

Future 2nd Monday Meetings:

April 11th, May 9th, June 13th, July 2nd Fireworks, July 3rd Fireworks Rain Date, July 4th Parade

Fourth of July ASHLAND, NH

Day	Date	Item/Initiative	Responsible
Monday	August 10 th , 2015	Planning Meeting Financial Statement Reorganization of Committee & election of Officers Finalize New Calendar & Distribute Finalize New Master Schedule & Distribute	Committee Treasurer Committee Chair Chair
Monday	September 14	SKIP	
Monday	October 12	SKIP	
Monday	November 9	Planning Meeting Financial Review and new Budget Contract for Fireworks	Chair Treasurer Town of Ashland & Committee
	December 1st	Final Budget submitted to Board of Select Finalize Fireworks Contract	Committee Town of Ashland
Monday	December 14	SKIP	
	December 31st	Summary and Financials for Annual Town Report	Chair & Treasurer
Monday	January 11, 2015	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 8	Planning Meeting Publicity Plan, Calendar & Theme Post events on Ashland & Event web sites Sales Plan	Committee Publicity Committee Publicity Committee Program/Banner Committee
	March 1st	Advertising Letter to Merchants Contracts for Parade Entertainers	Program Committee Town of Ashland
Monday	March 14	Planning Meeting Chum Designed & Ordered	Committee Fundraising 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 11	Planning Meeting Agreements with unpaid entertainers Select Mary Ruell Award Winner	Committee 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 9	Planning Meeting Funding Payment to Town	Committee Treasurer
Friday	May 27	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 13	Planning Meeting Committee & Volunteer Badges to print	Committee Print Committee
Saturday	July 2nd	Fireworks	Committee and Volunteers
Sunday	July 3 rd	Fireworks Rain Date	Committee and Volunteers
Monday	July 4th	Parade	Committee and Volunteers
Monday	July 11	SKIP	
Monday	August 8	Post Event Debrief Meeting Thank you Letters Vendor Payments Due Advertiser thank you Letters Thank you article	Committee Secretary Treasurer Program Committee Publicity Committee



Committee Positions:

Chair: Katie Maher;

Secretary: Amanda Loud;

Treasurer: Kathy Jaquith & Laura Dion;

Publicity: Amanda Loud, Chair, Cathy Landroche, Patty Heinz;

Legal: (advertising contracts) Jane Sawyer;

Print: (program, banners, posters): Jerome Landroche, Cathy Landroche;

Program/Banner Sales: Katie Maher, Kathy Jaquith;

Parade: Jerome Landroche, Cathy Landroche, Steve Jaquith;

Fireworks: Glenn Dion, Alex Ray, Chris Swanson, Dan Uhlman;

Fundraising: (chum, canisters, raffle): Amanda Loud;

Mary Ruell Award: Kathy Jaquith, David Ruell

Ashland 4th of July Committee Members 2016

Name	Role	Work	Cell	Email
Alicia Wendleboe	Cman	603-968-7030		aliwen@roadrunner.com
Amanda Loud	Secretary		603-667-5323	aloud@roadrunner.com
Caroline Gosse	Volunteer		443-286-9664	nhgrandma@hotmail.com
Cathy Landroche	Parade Co-Chair		850-582-4918	c.s.landroche@gmail.com
Chris Swanson	Fireworks	603-536-5700		
Dan Uhlman		603-968-7626		duhlman@belletetes.com
Glenn Dion	Fireworks Chair		603-381-3100	gdion13@gmail.com
Heather Thibodeau	Ashland	603-968-4432		townadmin@ashland.nh.gov
Jerome Landroche	Parade Co-Chair		850-582-4918	jerry@rfamail.com
Kathy Jaquith	Fundraising Chair		603-412-2773	kathyjaquith@hotmail.com
Katie Maher	Chair		215-630-3369	katiemaher@comcast.net
Laura Dion	Treasurer		603-236-2359	Lkdion7755@gmail.com
Pat Crowell	Volunteer	603-968-4432		pcrowell@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