

# MOUNTAIN HARVEST CREATIVE

## BOARD MEETING MINUTES

September 5, 2018

**Attendees:** Melanie Jean Williams, Tom Backhus, President, Marla Korpar, Josh Behrman, Festival Director, Ethel Leslie, Secretary, Teresa Shishim, Rick Stockton

Meeting called to order at 4:30 pm by President Tom Backhus

Purpose of Meeting: Regular Meeting

**Approve 8/1/2018 Meeting Minutes** -No discussion around the minutes from August meeting. Motion was made to accept minutes and seconded.

**Checks for Venues** – Melanie Jean needs to get checks from Heidi for the venues for the music.

**Website Updates** – Music for the website is showing last years or is not current. Teresa will ensure that the website is corrected .

**Tax Return** – Tom received a letter saying it would be 60 days until we receive notification regarding MHC return. Secretary of State report has an extension until 11/15/2018.

**Will Call for Sponsors** – Should have an email or notification regarding free tickets. Lamborn Building will be used for will call tickets.

**To do list:** Rick will count volunteer shirts and determine volunteer perks. We need to borrow a tent from Crawford fire station. Crystel Pretorius will contact Rick to check on supplies for Chili Cook Off.

**Financials** – Contractor Fees are higher because the Director last year was an employee. In Kind expenses must be listed. Finance Committee will plan a meeting this week.

**Project Timeline for Festival** – Josh had the team meeting and the contractors are on task. Josh has a spreadsheet to track these tasks.

**Sponsor Banners** - Joy ordered sponsor banners. Teresa will also order banners for sponsors who signed up late.

**Tickets for Concerts** - \$25 in advance through Brown Paper Tickets until September day of concert.

**Sunday Breakfast** – Chamber of Commerce and Crystal Pretorius, Organizer is having breakfast at the Teen Center on Sunday.

**Poster and Guide Distribution** – Use sign up list to divide this up.

We need an additional application specifically for the Farmer's Market. This is because VOGA requested it to keep tabs on the market. Josh will request Christy to upload the application onto the website.

**Festival Updates** – September 18<sup>th</sup> Josh is coordinating a team meeting for Festival Staff.

**Next regular meeting** : September 18, 2018 at 4:15 pm at the Hive

Meeting Adjourned at 6:00 on 9/5/2018

Minutes recorded by Ethel Leslie and updated.