

APPROVED  
January 26, 2023

Pownal Pumpkin Festival  
MINUTES / November 30, 2022

Present: Heidi Richards, Courtney Hardwick, Chris Hayes, Ruth Hannan, Elaine Schmidt, Johnna White

Note Taker: Kathy Hogue

1. It was agreed by all to move forward with Pumpkin Festival 2023! The date of OCTOBER 14 was chosen. Times: 10am – 3pm.
2. Kathy and Heidi reviewed with the group how finances work for the Recreation Committee and for this event. The Recreation Committee has 2 accounts – a revenue account where monies requested at Town Meeting will be put. These funds are to be spent during that fiscal year; if not spent, the amount will roll back in to surplus. Each year the Recreation Committee will submit a budget (if needed) as dictated by the Town’s budget process. The other account we have is a General Ledger Account. Any money raised by fundraising, donations, etc. would go in to that account and stay there until needed. To date, we have \$1,000 in our Revenue account and \$25 in the General Ledger Account. Kathy and Heidi will update potential expenses for 2023 to see what we might ask for at town meeting this year.  
NOTE: Kathy noted that the Pumpkin Festival Committee tries to plan several activities that will bring in revenue for the event and then be able to financially support itself. Tee shirt sales, Pumpkin Pantry, Crafts table fees, are a few of the events that will bring in money.
3. As we move forward with plans and a few more meetings, a sub-committee of the Recreation Committee will be identified for the Pumpkin Festival.
4. Categories of the event were discussed.
  - a. Parade (in 2020, Alan Bradstreet offered to organize this – we will check in with him)
  - b. Food – It was agreed that there are no duplications in food types offered to avoid conflicts in a small fair. Our committee would have the Pumpkin Pantry where people could make and donate a pumpkin food item to be judged for prizes and then sold by the slice (along with coffee, tea, etc) at the Pumpkin Pantry.
  - c. Arts and Crafts – Elaine Schmidt has offered to coordinate this. We will designate a room(s) for Arts and Crafts, establish a moderate “table fee” and take a tally of tables in the hall to determine if we provide tables, or crafters bring their own.
  - d. Music always makes a fair festive! We hope to have as much live music as possible. Kathy will check in with Michael Morin who agreed to organize musicians for 2020 and did a great job providing music for last year’s Community Day.
  - e. Games/Contests/Kids Activities: Will check in with school’s IMPACT to see what they would like to do and then determine what else we might pursue. One idea is to have a Corn Hole contests.

- f. Johnna White (a member of the Pownal Scenic and Historical Society) was excited about the idea of a re-enactment at the old cemetery across the street. We had begun work on this in 2020, she will look in to this further and see if there is enough interest to do this.
- g. Congregational Church always participates – we will determine what they will be doing for the festival at a future meeting.
- h. Antique Cars - Wedgie Wheeler had reached out to us and said he'd like to organize. We will get in touch with him.
- i. Heidi will touch base with Chris at Bradbury Mountain State Park to find out if he would still do carriage/haywagon rides from park to Mallett Hall. Would he provide some free parking at the park for festival goers?
- j. It was agreed by all that we use the design created by John Bowdren in 2020 for the 2023 Pumpkin Festival tee shirts.
- k. CONTESTS: Pumpkin Pantry Baking contest; Pownal Pumpkin People; Photography Contest/Fall photos of Pownal; Biggest pumpkin grown are all some ideas put on the table and to be discussed further.
- l. Communication is always key to the success of an event. Newsletters, Town website, posters, social media are all tools we should use.

**NEXT MEETING: Thursday, January 26, 2022 6:30pm**