

Last Night Wolfeboro  
December 6, 2023  
Minutes

**Present:** Brenda Jorett, Kate Turner, Libby Peard, Christine Collins, Alexys Austin and Linda Murray

The minutes of November 30, 2023, were approved.

1. The Committee reviewed and discussed the following events and venues. The following is all set and ready for PR.
  - a. First Congregational Church of Wolfeboro (FCCW): Need menu/pricing details for promotion purposes; Brenda contacted Krista -Done
    1. providing the sanctuary free of charge; family dinner from 4-6 p.m.
    2. Need a hot mike in the sanctuary has been asked for.
    3. Asking about FCCW using its outdoor sign to promote dinner+ LNW-The request will go to Krista.
  - b. Wildlife Encounters: 3:30 p.m. Great Hall and sponsored by the Children's Center- All set.
  - c. Bingo: Lions Club – Gina Lessard, coordinating; taking place at Estabrook Hall
 

Lions providing snacks for purchase + prizes – also parks/rec helping supply prizes (\$150 budgeted). The Prize money is not needed. They will use the Jolly/Molly tickets, Boat Museum rides, Wright Museum, and any other in-kind donations as prizes.

    1. Estabrook Hall: Town insurance certificate provided by Linda – given to Kate who will pass along.
      - Bingo 1<sup>st</sup> 1 pm-2 pm
      - Bingo 2<sup>nd</sup> 2:15-3:15

The Committee discussed having Estabrook opened by 12:30 and asked whether there is a microphone.
  - d. FCCW venue/church sanctuary:
    1. 1:30-2:30 Just Bob + Marla: Linda touching base; they want to set up around 12:30; Brenda Checking with FCCW on this. This event time has been changed to 1:00 to ensure there is time for Peter Heimlich to set it up. The cost for Just Bob and Marla is \$250.00
    2. 2:30-3:30 p.m. Concert- Peter Heimlich and The Unusual Subjects (folk trio)
      - 1 Brenda confirmed and will email Peter the contract/details.
      - 2 Cost \$600.00 – requests 3-\$200 checks- paid by Senior Meal Group/Amy Capone-Muccio. The funds will be handled by Amy.
    3. 4:30-5:30 p.m. Carolyn Ramsay Band (quartet) \$1500- Linda will arrange for the checks. Brenda will email Carolyn the details + contract to return. The check for \$750.00 has been requested.
  - e. Brewster Free Skating: 2:30 – 4:30 p.m.
    1. Town insurance certificate provided by Linda – to Kate
    2. Waiver – Kate has; once OK– will post – town website; Facebook page (if possible)
    3. Helmets for all ages.
    4. Waiver must be signed. Maybe online. At the rink a table with a pop-up tent (parks/rec)
    5. The Pop Whalen Ice Arena and Art Center has been reserved for one hour. The time is 2:30-3:30 – Free skate in the event of weather or other issues affecting Brewster outdoor ice skate. Helmets for all ages. Bring your skates. Linda will take care of paying for the use of the Ice Arena
  - f. Escape House-Kingswood Robotics Team will be at the Railroad Station. The Escape house will be from 11:00 to 2:00 at the Railroad Station.

- g. Fireworks-6 pm on December 31 with a rain date of December 30. Brenda will have to 'finesse' this wording; quoted by Linda in a press release explaining Dec. 30 weather postponement.
- 2. The Great Hall events-The Committee will need brooms and mops. Linda will arrange.
  - a. Games 11:00 to 1:00 –
    - i. LEXY checking on the 'photo booth' – Confirmed.
    - ii. C3 Brix-Legos- confirmed.
    - iii. Kingswood Youth Center- Lexy checked with Zach Porter and confirmed will have games.
    - iv. GALA Smoothies bike- CONFIRMED - \$50 – parks/rec buying smoothie supplies- Linda will fill out form, get a check and pass all over to Alexys. Approved to pay for ingredients for the Bike.
    - v. Yum Yum Shop. Cookies picked up on Dec. 30 (Alexys)
    - vi. Games-Parks and Recreation + Amy's scouts: on stage and around the room
    - vii. Wolfeboro fire/PD -= Fire is confirmed; Alexys checking on police
    - viii. Amy's scouts will sell food.
  - b. Wildlife Encounters 3:30 - 4:30- Booked
- 3. PR + prizes- We have all the prizes and Brenda is sending out the PR
  - a. Wolfeboro TV: Brenda is developing slides + PSA for WCTV
  - b. Community TV- arranging programming + will schedule to record/stream/broadcast Wildlife Encounters.
  - c. COMMUNITY TV- ALEXYS – to confirm OK for Brenda to 'guest' on Parks + Rec Dec. 19, 10 a.m. recording with Mary Ann Murray at Pop Whalen-Confirmed
  - d. FACEBOOK – Brenda to create events on the page + promote/share + sponsor posts.
  - e. Flyer: Brenda/Alexys coordinating via Canva –
    - 1. Sponsor logos: shown by sponsor level/donation.
    - 2. Our logo + in-kind/prize donors
    - 3. Schedule
    - 4. QR code on flyer + to post.
    - 5. Distribute at shops + post town web site.
  - f. Map – not needed 2023.
  - g. Press release: Brenda DRAFT by NOVEMBER 30 meeting for review=Libby will proof it before sending
  - h. Major prizes gathered by Brenda. The Committee talked about raffling them of a major event.
    - 1. Wright Museum membership received.
    - 2. Molly passes – 4 -from 2022) Kathy Eaton OK
    - 3. Pending: NH Boat Museum: membership; Millie B rides – possibly gift from the gift shop
    - 4. NH Cruise- M/S Mount Washington passes
  - i. Temporary Event Hearing at BOS meeting on December 6, 2023
  - j. Brenda will have an appointment with the BOS at the December 20, 2023, meeting.
  - k. Banners placement: Zimmerman/Clark Plaza; Brewster Corner by FCCW; no third banner this year. All permits have been received. There will need to be two A-framed signs for the Town Hall.
  - l. Donation jars at venues on Dec. 31
- 4. Permits
  - a. Sign- Linda + Paul Zimmerman Permission-Done
  - b. Temporary Event permit - Linda
- 5. Fundraising
  - a. Hunter- \$1,000
  - b. Piscataqua Landscaping \$1000
  - c. Leone, McDonnell, and Roberts-\$500.00
  - d. Blacks Paper Store \$750
  - e. Windrifter Resort- \$500.00

- f. Taylor Homes- \$500.00
- g. Lake Winni Team \$500
- h. Goodhue Boat Company \$300
- i. Front Four Cellars (Linda)- \$200
- j. Eastern Propane \$100
- k. Butternuts \$100:
- l. Avery Insurance- \$500.00
- m. Cash donations??

6. VOLUNTEER SCHEDULE: Brenda has spread sheet underway; ready for the Nov. 30 meeting. The committee worked on the number of volunteers needed for each event. Kate and Libby were working on signing up volunteers.

7. GOOGLE DRIVE: Add Kate + Alexys to Google Drive (Brenda)

8. NOTE: 2022 LNW attendance estimate

- Bingo 1st–64.
- Bingo 2nd–93.
- Senior concert (Sr. Center), 60 with about 10 to 15 turned away.
- Brewster
  - First skate 70 with about 30 watchers
  - Second skating 25 with about 10 watchers
- Great hall – 788 – Wildlife Encounters + 11am – 1 p.m. games/activities
- Escape House (Girl Scouts) 147
- Fireworks many

9. **2023 Funds on hand: \$6,021.61**

a. **In 2023 budget**

1. **Fire Works: \$2,500**

2. **Advertising: \$500.00**

b. **Total to spend \$9,021.61**

10. **2023 expenses**

a. Fireworks	5,000.00
b. Bob and Marla	250.00
c. Caroly Ramsay Band	1,500.00
d. Rental Pop Whalen	250.00
e. Prizes	150.00
f. Smoothie bike	50.00
g. Banner in stalls	<u>75.00</u>
h. TOTAL	7,275.00

11. **2023 Revenue**

a. Piscataqua Landscaping	1,000.00
b. Blacks Paper Store	750.00
c. Leone, McDonnell & Roberts	500.00
d. Windrifter Resort	500.00
e. Taylor Homes	500.00
f. Lake Winni Team	500.00
g. Goodhue Boat Company	300.00
h. Front Four Cellars	200.00
i. Eastern Propone	100.00

j.	<b>Butternuts</b>	<b>100.00</b>
k.	<b>Avery Insurance</b>	<b>500.00</b>
l.	<b>Just received Hunter</b>	<b>1, 000.00</b>
m.	<b>Total</b>	<b>5,950.00</b>

12. December 28 at 8:30pm

Respectfully submitted,

Linda T. Murray