



The Town of Coopertown
2525 Burgess Gower Road
Springfield, TN 37172
615 382-4470

**COOPERTOWN
COMMUNITY DEVELOPMENT**
Tuesday, May 14, 2013

Meeting Minutes

I. Call to order

The meeting was called to order by Chairman Buck at 6:06 p.m.

II. Roll Call

Attending Members:

Valorie Buck, Chairman
Lee Buck
LeRoy Canfield
Jimi Chappell
Mayor Childs
Linda Lee
Betty Winters

Also in attendance:

JoAnn Lee
Richard (Dickie) Lee
Lindsay P. Wilson

Absent:

Lucas Decker

III. Meeting Minutes for April 9, 2013.

Chairman Buck asked for a motion to approve the meeting minutes from April 9, 2013.

Mayor Childs made the motion to approve the April 9, 2013 meeting minutes as presented.

Lee Buck seconded the motion.

All in favor signified by saying "Aye."

The motion passed unanimously.

IV. Old Business

Chairman Buck advised we have two and a half weeks until the Coopertown Barrel Festival.

A. Review Festival Budget

Chairman Buck presented an overview of the budget: projected income is \$10,900 we have received \$5,000 of that. Expenses so far are in the \$6,000 range. She advised there are a couple of upcoming expenses she wants approval for:

- The first being the 11" x 17" Booth Map which includes the event schedule and all paying sponsor logos on the back.

- The second expense is for coroplast sponsor signs for each end of the festival site.

Examples were displayed for approval.

Chairman Buck asked for a motion to approve the Booth Map and it is ok to have them printed by Allegra for the cost mentioned.

Mayor Childs made the motion.

Linda Lee seconded the motion.

All in favor signified by saying "Aye."

The motion passed unanimously.

Chairman Buck asked for a motion to approve both of the 2' x 3' Sponsorship signs for \$96.

Betty Winters made the motion to accept that offer.

JoAnn Lee seconded the motion.

All in favor signified by saying "Aye."

The motion passed unanimously.

B. Review committee roles day of festival

Chairman Buck advised she wants to review the committee roles for the day of the festival prior to our Volunteer meeting on May 23rd.

Discussion ensued.

- Lee Buck – Corn Hole Tournament
- JoAnn, Richard & Linda Lee – Historical Commission for Culture History & Art Booth i/f/o Richard & JoAnn's Lee's home on OCR
- Jimi Chappell will work her own booth & help with the Silent Auction
- Betty Winters will help with Vendor Check-in
- Will need someone at each entrance as crowd counters
- Jeff Alsup – Kids Zone
- Rose Wooten – Inflatables
- Tractor owners will be encouraged to set up on Friday

C. Review setup, parking and check-in details

- Back yard of Church of Christ Parking lot is available for parking if not wet
- Cornerstone Church ministry will be responsible for all the parking areas of the Coopertown Elementary School
- DOT offered orange barrels and cones for event parking
- 27 Vendors will fit beside Chambliss Store for parking

D. Identify remaining tasks prior to festival

- Banners could go up at each side of the bridge at the Interstate exits
- Two 4' x 16' banners will go up across either end of the festival site 1 week prior
- Distribute remaining posters
- Robertson County Times is doing a story on the festival
- Smokey Barn posted festival on his site
- Backup for electricity if temporary pole malfunctions

- E. Identify any remaining needs
- Jimi Chappell offered her barn for extra restrooms if needed

V. New Business

A. Volunteers meeting, May 23 at 6:30 pm and the importance of being positive no matter what.

Chairman Buck asked for a motion to accept New Business as stated.

Linda Lee made the motion to accept New Business as stated.

Jimi Chappell seconded the motion.

All in favor signified by saying "Aye."

The vote passed unanimously.

VI. Adjournment

Chairman, Valorie Buck made the motion to adjourn the meeting.

Betty Winters seconded the motion.

All in favor signified by saying "Aye."

The vote passed unanimously.

The meeting adjourned at 7:03 p.m.

Notes generated by Sharon Allen, City Clerk.

These minutes are respectfully submitted by:

Betty Winters
Secretary

6/10/13
Date

The next meeting will be held June 10, 2013.