



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

**COOPERTOWN
COMMUNITY DEVELOPMENT**
March 12, 2013

Meeting Minutes

I. Call to order

The meeting was called to order by Chairman Buck at 6:10 p.m.

II. Roll Call

Attending Members:

Valorie Buck, Chairman
Jimi Chappell
Mayor Childs
Betty Winters

Also in attendance:

Peggy Ruth
Joann Lee
Kay James
Aubrey Suiter
Wilburn Beal

Absent:

Lee Buck
Lucas Decker
Linda Lee

III. Approve Minutes for December 11, 2012.

Chairman Buck asked for a motion to accept the meeting minutes from December 11, 2012.

Mayor Childs made the motion to accept the December 11, 2012 meeting minutes as presented.

Betty Winters seconded the motion.

All in favor signified by saying "Aye."

The motion passed unanimously.

Chairman Buck asked for a motion to accept the meeting minutes from February 12, 2013.

Jimi Chappell made the motion to accept the February 12, 2013 meeting minutes. Chairman Buck seconded the motion.

All in favor signified by saying "Aye."

The motion passed unanimously.

IV. Old Business

Chairman, Buck spoke regarding planning and organization for Coopertown Barrel Festival, June 1st.

A. Marketing/Public Notices in progress

- 790 AM Ashland City radio interview March 13, 2013 at 8:00 am
- Pitched to Talk of the Town and Fox 17 Morning Show
- Press Release went out week of March 4th
- Graphic Design & flyers in the works

B. Over 60 Vendor Booths are registered to date.

C. Sponsorships

- We have over \$1500 in Sponsorship money and it does not count the money received for booth registrations
- We have 1 Platinum Sponsor is Kan Illi (Michael & Becca Werner)
- Honeysuckle Hill is still our big sponsor for the Kid Zone

D. Volunteers – Chairman Buck mentioned she will speak at the Men’s Club meeting March 14, 2013.

E. Giveaways

- a. Trip for 2 for 1 week in Branson, MO donated by Chappell Acres
- b. Rocking Chair & 3 Checker Board sets donated by Cracker Barrel

Chairman Buck asked for a vote to approve Old Business.

Betty Winters made the motion.

Mayor Childs seconded the motion.

All in favor signified by saying “Aye.”

The vote passed unanimously.

V. New Business

A. Update on Vendor and Sponsor Participation for Festival

B. Marketing Budget will include:

1. Banners – quote from Mollie B Design is \$3 per sq. ft. for banners.
 - One banner on Hwy 49 across from Elementary School
 - One banner on Hwy 431 (possible 2 sided on Mayor’s property)
 - One banner at each entrance of the festival site
 - Committee members were urged to pass out sponsorship forms
 - Mayor Childs & Vice Mayor Ruth offered to place 2 sided banners on their properties on Hwy 431 & Hwy 49 respectively
2. Artwork and Flyers are being donated by Mollie B Design as their sponsorship
 - This is also the artwork to be used for our posters & Bargain Browser ad
3. Posters will be hung around town, getting quotes from Mollie B Creative & Spot Prints
4. Bargain Browser ad \$369 1 wk for ½ pg ad.

- C. On the day of the event we have committed to hand out all of our sponsorship information to all of the participants of the festival
- We have a quote from Mollie B Creative for hand fans with sponsor information printed on them \$.22 each = \$226
 - Spot Prints offered to donate 500 hand fans with our sponsorship information printed on one side as their sponsorship or they will give us a \$300 discount toward another method of listing sponsors. They also mentioned shopping bags with sponsors listed on them instead of hand fans

Chairman Buck asked for a vote on the hand fans instead of shopping bags.

All in favor signified by saying "Aye."
The vote passed unanimously

- D. Mayor Childs advised he is checking into t-shirts to sell at the event.

E. Task Delegation for Festival

1. 7 am Vendor Registration
 - Need tables x 2 (1 for each entrance)
 - Chairs
 - Tent
 - List
 - Walkie Talkies (city has 4; Valorie has 2, Rhonda has 2; Chief has 4)
 - Marketing product with vendor listing
 - Booth numbers
 - Sponsors
2. Load-in help (Scouts) assisting vendors with set up & questions
3. Parking Assistance
 - 24 Church a possibility for vendors
 - Men's Club for attendees
4. Raffle table (tent & chairs) with small barrel, tickets, sign regarding prizes, pens at Cornhole
5. Silent Auction Table (tent & chairs) combine with raffle table?
CDC Waters for sale here?
6. Corn Hole Tournament Table (tent & chairs) with corn-hole boards, bags, money bag, bracket board. There will be more than 1 set of boards. Ms. Jerry Head offered to help with this event. This tournament will run from 11 am – 3 pm. One prize will be given for the ultimate winner.
7. Checker Tournament Table (tent & chairs) with 3 barrels and plywood for tops for games, bracket board, money bag – Mr. Beale will help with this event. The tournament will run from 11 am – 3 pm.
8. Music liaison – checking in talent, managing schedule, special thanks, water – do we have a tent to be used as "green room"?
9. Commission of Culture History and Art booth set up was discussed with Kay James and Joann Lee

10. Runners – constant walkers checking on vendors, participants, and volunteers
11. Photographer of Kids Zone, barrel races, games, vendors, music, history, participants, Sponsor involvement
12. Awards, special thanks, tributes, presentation to tournament winners
13. Clean up on grounds (Scouts), removal of signage, tear down

F. Chairman Buck reiterated the importance of continuing to tell people about the event because the success will depend on attendance.

VI. Adjournment

Chairman, Valorie Buck made the motion to adjourn the meeting.
Mayor Childs seconded the motion.

All in favor signified by saying "Aye."
The vote passed unanimously.

The meeting adjourned at 7:49 p.m.

Notes generated by Sharon Allen, City Clerk.
These minutes are respectfully submitted by:

Betty C. Winters
Secretary

4/09/13
Date

The next meeting will be held April 15, 2013.