

April 11, 2024 Meeting Minutes

**Present:** Amanda Cannon, Nate Choquette, Alejandro Garay MacLean, Kourtney Tibbetts.  
Via Video Call: Martin Garay macLean

**Call to Order:** Amanda motioned to call the meeting to order at 7:45 pm. Alejandro Seconded.  
All: aye

**Approval Of Minutes:** Alejandro motioned to approve the March Meeting Minutes with the spelling mistakes changed. Kourtney seconded. All: Aye

**Discussion Items:**

- Barbara will no longer be joining the committee.
- Recreation Committee Email
  - We now have an official town email. [recreation@masonnh.us](mailto:recreation@masonnh.us)
- Fundraising
  - Town Calendar
    - Kourtney presented a Town Calendar fundraiser idea. Kourtney and Alejandro volunteer to work on this project together.
- Updated confirmed dates and events for yearly overview.
  - Fall Festival will be with 9/28
  - Tree Lighting will be on December 7th. It will be paired with the Greening Of Mason held by the Library.
- Mason Village Market
  - Delegation and Sub Committees
    - Amanda and Nate will take care of and be point of contact for all vendor relations, site coordination and Social Media. Amanda will manage and respond to the Market's Google email and Drive. Nate will manage and respond to the Market's Social Media pages.
    - Kourtney, Martin and Alejandro will plan events, food and music. Anything for this area should be forwarded to the Recreation Committee email. The will also be the point of contact for other town departments.
      - The Fire Department Has expressed interest in having a table or demonstration at each market. Alejandro is working with Chief Burns to plan this. He has a meeting and will report back at the next meeting.
        - They would like a truck and table at each market in front of the school so they can get out easily if needed.
  - Vendor Form and Onboarding Packet
    - Amanda presented a Vendor Form and Onboarding Packet to the group.
      - The vendor form will be done online and gathers general information from potential vendors.
      - Once submitted we will notify the applicant of approval or denial within 2 weeks

- The Onboarding packet has all needed information and rules of the market for vendors.
  - Amanda will check with Jen and the Board of Selectmen to see if they have any specifics they would like us to add to this before we begin using it.
- Event Planning
  - Kourtney and Alejandro have been planning events, food and collaborations for the first market as a kick off to the market and an introduction of the “New Recreation Committee”. Confirmed Collaborations:
    - The Library/Historical Society will have their CW Anderson Exhibit
    - Fire Department will have Demonstration
  - Nate contacted Hick’ry Wood Fired Pizza. They have a tentative date to attend on 6/8. They will attend the markets on 7/13, 9/14, 9/28, and 10/26.

**Action Items:**

- Amanda
  - Make a list of agenda items missed and how we can move them to sub committees to work on outside the monthly meetings.
  - Email the approved March Meeting Minutes.
  - Send email to the entire committee with an updated yearly overview.
  - Email to find out if the town will want any requirements added to the vendor packet.
- Alejandro and Kourtney
  - Meet with Superintendent of MES
  - Continue to work on event and food planning.
- Alejandro
  - Meet with Fire Chief
- Nate
  - Make social media posts to announce dates of market

**Next Meeting:** May 9, 2024

**Adjournment:** Amanda motioned to adjourn the meeting at 10:05 pm. Kourtney seconded. All: aye