

MANSFIELD DOWNTOWN PARTNERSHIP
ADVERTISING AND PROMOTION COMMITTEE
Festival Subcommittee
Monday, August 25, 2014
Mansfield Downtown Partnership office
23 Royce Circle
(860) 429-2740

5:00 p.m.

MEETING

AGENDA

1. Call to order
2. Public Comment
3. Approve Minutes from August 18, 2014 (handout)
4. Review Master Events list (handout)
5. Review Task List
 - Activities – All
 - Advertising – All
 - Art – Kim/Kathleen
 - Children’s – All
 - Food – Sarah
 - Music – Kathleen
 - Parade – Millie/Rick
 - Set-up – Kathleen
 - Clean-up – All
 - Review site plan – All
 - Sponsors – Kathleen
 - Volunteers – Kathleen
 - Review draft needs list – All
6. Distribution of Festival posters, flyers, and cards (handouts)
7. Open discussion
8. Adjourn

Next meeting: Monday, September 2, 2014