

S T R A F F O R D

Arts Events COUNCIL

Town of Strafford Arts & Events Council - A Master Plan Subcommittee

Mission: *Enrich community connections by expanding local arts and culture through community events, activities, and programs for residents of all ages.*

MEETING: ARTS & EVENTS COUNCIL- A SUBCOMMITTEE of the TOWN OF STRAFFORD PLANNING BOARD

MEETING DATE: October 2, 2025 1:00-3:00pm (SPECIAL MEETING)

MEETING PLACE: Susan Ryans Home

COMMITTEE: **Chair:** Susan Ryan (603-321-0163 = cell phone or text) (SuzRyan1@Gmail.com)

Cindy Lavigne (thevine57@yahoo.com), Kaitlin Whitcher LaBreck (Kaitlin@ProfoundRealEstate.com), Betsy Schaefer (BetsyMac59@gmail.com) Daniel Dupee (Bowlakerentals@yahoo.com),

MINUTES

Called Special 2 hour off schedule Meeting to Order at 1:00 and Approved minutes from 8/21/25 with Cindy moving to accept and Daniel seconding.

Extended meeting to brainstorm TO DO list for Olde Home Day Planning for August 22, 2026 (Rain date 8/23/26). All Council members actively participated to develop the following list of TO Do's:

1. Need Fiscal Agent
2. Finalize the site layout- which vendors where? Who is in the barn etc
3. Establish event schedule, print schedule and event map board(s)
4. Rent a wall size screen/create a screen for slideshow/movie Everett Langley (Cindys friend may have something?)
5. Obtaining vendors asap
6. Obtaining sponsors asap- need a focused list, Strafford families who own businesses outside of Strafford who could be sponsors?
7. Establish contribution levels for sponsors

SPONSORS:

- \$250 (Bronze):

Website, FB, at event Lawn sign, *Game sponsor* and volunteer/bring prize (Council coordinator)

- \$500 (Silver):

Website, FB, at event Lawn sign, on event schedule map board

- \$1000 (Gold):

Website, FB, at event Lawn sign, Group Entrance Banner, town wide event lawn sign, *Music sponsor*

8. Establish costs for vendors.
 - Different for food vendors? Give early bird discount for vendor sign up. No refunds for vendors
- VENDORS:
 - Outdoor booth: \$30 to reserve outside and \$25 early bird discount (by March 1, 2026) for 10x10 outdoor booth rental (they bring their own table tent) (50 sites available).
 - Inside booth: \$50 and \$40 early bird discount (by March 1) 8x10 (20 sites available but confirm at on site meeting)
9. Establish suggested donations for Guests/attendees- \$5 for adult, children free?
10. Set a date for informational meeting
11. Obtain volunteers- Coe Brown students, who else and how to obtain?
12. Meet with Strafford Recreational and Strafford Agricultural – invite them to October meeting?
13. Determine which vendors need electricity or we will offer it?
14. Meet with fire and police
15. Advertise for antique car show and touch a truck- Cindy will talk with Kitz, others
16. 50/50 raffle and donations stations
17. Develop Flyers for invites and reminders, “Application/Contract” for vendors, “Contract” for sponsors
18. Create Signage for event advertising around town , “slow event ahead” signage too for around event area (use sponsors)
19. Establish a website- Daniel ask daughter, create FB page (Kaitlin)
20. Review google OHD checklist, Pelham OHD website
21. Invite musicians – establish Music sponsors- 90 minute shows per group, taped music to fill in (7 hours total, 4 shows)
22. Food vendors- 7Cs, Hotdogs, Lemonade stand with Baked goods (Womens Club), Isis Killah treats, Jefferson food, Bluebird baking (Sara 603-923-7269)
23. Organize games and develop schedule- have sponsors, might they run it and supply bring prize? Activiites includes cornhole, frying pan toss (2 cast iron), tug of war, dunking booth (cost? And dunkees?), blow up obstacle course (\$600+), three legged race, wheelbarrow, sack race, egg on spoon. Invite Strafford Recreational to volunteer to man the games. need prizes.
24. Kids yard sale flea market
25. Line dancing in barn by Wendy- explore it during planning meeting- inside or out with dance floor rental (\$500) 20x30, sponsor
26. How will library work – Betsy will talk with Larisa
27. Hairstylist for veteran/active military inside barn
28. Military presentation space inside barn
29. Constant running movie/photos of old town memories- Cindy has the disc?
30. Animals – petting and watching
31. Plant sales (Garden Club)
32. Face painting

Next meeting will focus on splitting up the tasks and assigning them to Council members,

Next Meeting is the regularly scheduled 3:00 on Thursday October 16, 2025 at Hill Library