

HCCE AGENDA

November 1, 2023 6:07 pm

Upper Town Hall

Type of Meeting	Regularly Scheduled	Members Present:
President	Linda Carter	Liaisons Present: Dave Byers
Vice President	Sandy McKnight	Additional Attendees: Santa Claus and
Financial Secretary	Jack Rowe	Mrs. Claus (Doug and Jennifer
Secretary	Carol Parker (Board present)	Vanderweide), Olga Briseno, Kathy-Camp- Burke, Jeff Rosignol

Pledge of Allegiance

Santa Parade – The board approved the following 4-0 vote: Santa and Mrs. Claus will participate in the Highland Santa Parade down Highway Ave., Nov. 25, 2024, 4:15 line-up. In full costume they will carry a lantern speaker playing Christmas songs. They may walk or ride in the Town fire truck to MainSquare at the end of the parade. Santa will tell stories and answer children’s questions at Main Square. Children will be lined up to visit Santa in front of the stage with Mrs Claus assistance. Hot chocolate and popcorn will be served at the concession stand.

Linda - solicit parade participants and advertise for parade event

Sandy - purchase toys, candy, glow sticks, and bags for children and arches and lights for stage

Carol - Solicit school choirs and volunteers

Minutes Review – Reviewing September and October minutes.

Financial Report – Unencumbered 2023 balance - \$1,189.38

Liaison Reports – Dave left message with bell ringers, line markers required at Main Square for children’s line to visit Santa, speakers will be set up for Santa

Additional Topics Presented – Events financial report should include **income**/expense reports. Currently expenditure reports are given.

Committee Reports

Trunk or Treat –Hundreds of children were in attendance, secure backdrop in future, recruit volunteers at events for future help, solicit trunk participants in Sept., 2024

NYE – Linda - to purchase glow bracelets for children \$161, Hot chocolate and popcorn to be served

Old Business – Explore tentative band contracts for July 4th festival. Bands’ schedules filling up for the 2024 season. Present some bands to the Board for approval in Dec, and Jan., ex: Together,

Mad Medicine, Naughty, Anthem, Dick Diamond and the Dusters, Rockology, Bonfire, Pawns,
Nate Venturelli...

New Business – Tentative schedule of events has been sent to Parks Department for calendar. This was in conjunction with the Town Planner calendar.

Jack - Compose a letter for 2024 event sponsors, \$200 donations for business recognition at events, letter to be e-mailed to all Town businesses in January for all events. Many businesses budget donations in Dec.-Jan.

Safety a priority for events. Emergency directives to be developed by police chief and board, then distributed to volunteers.

Next Meeting - December 6, 2024. .

Adjournment - 8:15 pm

Prepared by: Carol Parker

11-2-23