



## **STEWART PARK FESTIVAL**

### **AGENDA**

Held: Thursday, July 11th, 2024, at 6:00pm

Location: Perth Restaurant and Pizzeria

---

**Present:**

**Absent:**

---

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and General Nature Thereof**
- 3. Approval of Last Meeting Minutes**
- 4. Disclosure of Additional Items**
- 5. Unfinished Business**
  - a. Emergency Plan**
  - b. Fall Event/Dinner**
  - c. Emcee Scripts – Status**
  - d. Food Donation Signs – Status**
  - e. Voyageur Canoes**
  - f. Canteen**
  - g. Informal Breakfast, July 19<sup>th</sup> – Timing**
- 6. New Business**
  - a. COVID**
  - b. YAK Duck Race**
  - c. Wipe Board**
- 7. Coordinator Reports**
  - a. BIA Coordinator**
  - b. Festival Administrator**
  - c. Artistic Directors**

- d. Website and Graphic Design Coordinator**
  - e. Sponsorship and Donations Coordinator**
  - f. Crystal Palace Coordinators**
  - g. Site/Backstage Coordinator**
  - h. Volunteer Coordinator**
  - i. First Aid Coordinator**
  - j. Vendor Marketplace Coordinator**
  - k. Merchandise Coordinator**
  - l. Music Tent Coordinator**
- 8. Discussion of Additional Items**
- 9. Next Meeting:**
- 10. Adjournment:**