



**Arvada Festivals Commission Minutes September 20th, 2023 6:30 - 7:30
Hybrid Meeting**

Zoom/Google Link here: AFC Monthly Board Meeting <https://meet.google.com/qyi-bqku-svd>

Assigned Recorder/Minutes Taker:

City Staff Attendance: Adelle Burton

Arvada Festivals Attendance (check if present):

Stefanie Bednar - term expires April 2026		Larkin Rau - term expires April 2026	
Michael Bozeman - term expires April 2024		Rebecka Lovisone - term expires April 2026	
Alison Butler - term expires April 2026		Ethan Lutz - term expires April 2024	
Heather Carlson - term expires April 2025		Kim Major - term expires April 2026	
Tracey Dailey - term expires April 2024		Jenine McQuaid - term expires April 2026	
Joe Damgaard - term expires April 2024		Cassondra Sells - term expires April 2025	
Kim Golden - term expires April 2025		Rachel Ulrich - term expires April 2026	
Adrienne Gomez - term expires April 2026		Lisa Garza - term expires April 2024	
Katy Holabird - term expires April 2025		Barret Wolf - term expires April 2024	
Jennifer Kemps - term expires April 2025			

1. Call to Order
 - a. Time:
2. Old Business
 - a. Last month's minutes
 - i. Motion

- ii. Second
 - iii. All in favor -
- b. AFC Social Calendar
 - i. Denver Beer Company after the meeting
- c. Google Drive Training
 - i. A couple questions...Do you have a Google account?Are you familiar with google drive?Do you know how to find the 2023 AFC Folder?
 - ii. How to find important monthly documents...
 - iii. *Hours* - **TBD**
 - iv. *The Minutes* - 2023 AFC Folder -> Agendas/Minutes Folder -> Select the previous month's folder for the minutes document to look over for approval. Select current month's folder for the meeting agenda.(Slideshow located here as well)
 - v. *Snacks* - 2023 AFC Folder -> AFC General Folder -> Open snack document and sign up under '23 or '24 tab
 - vi. Other things to note...Sub-Committee Folders; Option to save on your bookmark bar for easy access

3. New Business

- a. Confirm the Holiday Party Committee
 - i. Who wants to plan it?
 - ii. Here's what to expect...Confirm guest list - Everyone gets a +1; Confirm location; Confirm food and beverages; Get the invite out! Food is covered by the city and alcohol by the members.
- b. Arvada Days Debrief
 - i. August 19th from 11am - 3pm; Clear Creek Valley Park
 - ii. Featured:
 - 1. 50+ Vendors booked
 - 2. 6 Food Trucks
 - 3. Boredom Fighters Music Tent
 - 4. Nerf Zone
 - 5. 90s cover and Queen cover band
 - 6. Kids Train Rides
 - 7. Inflatables
 - 8. Beer Garden ft. Ralston House
- c. Movies Around Town Debrief
 - i. Movies around Town:
 - ii. Friday, July 14, 2023, Homestead Park - Top Gun Maverick with music by The Colorado Batch- Great location, large park with decent street parking. Decent crowd; Rain out 20 minutes into the movie - BOO!
 - iii. Friday, August 11, 2023 Griffith Station Park - School of Rock with music by The School of Rock! - Having the kids from School of Rock was cool. Park is ok. Parking was really challenging at this one.
 - iv. Friday, September 8, 2023 Forest Springs Park - Monsters Inc., Movie Poll Winner

with music by Hunter Lepi. (who was really good!) Nice park. Not much road or highway noise. Street parking was ok. Small crowd. Lessons learned - Stick with smaller musical acts (solo to trio) to avoid needing so much AV team support. And keep Bozeman away from the eject function of the DVD player :)

d. AFC Retreat

- i. Our yearly retreat is next month! Please arrive early and enjoy a catered dinner.

1. 2024 Executive Positions

- a. AFC Co-Chair
- b. Volunteer Coordinator
- c. Secretary

2. 2024 Chair Positions

- a. Sustainability & Logistics
- b. Winterfest
- c. Arvada On Tap
- d. Arvada On Tap - BBQ Coordinator
- e. Arvada Days

3. Schedule Hand-Off Meeting

e. 2024 Festival Dates

Please vote on the following festival dates.

- Winterfest - February
- Kitefest - April
- High Tea for Seniors - May
- Arvada On Tap - June
- Arvada Days - August

4. Subcommittees

a. Secretarial Updates

- i. Confirm attendance
- ii. Are you interested in this position for 2024

b. Volunteer Updates

- i. Are you interested in this position for 2024

c. A/V - Arvada Days and Movies Debrief

d. Logistics and Sustainability

i. AFC Off-Season Task List

- 1. Trailer organization and inventory.
- 2. Find local groups interested in supporting us with volunteers.
- 3. Simplify events by creating run of show or action plans or checklists

e. Upcoming meetings

i. Tonight Social Event

- 1. Location - Denver Beer Co

ii. October's Retreat

- 1. Are you interested in a leadership role with AFC?

iii. Holiday Party Planning

- 1. Set the first meeting. Places book up quick ;)

5. Questions

6. Public Comment

7. Good of the Order (anything that was not on the agenda)

8. Adjournment Time: