

*SUNSET AT SUNSET
MINUTES*

August 12, 2021

Members Present: Jan Comfort, Brittany Booker, Juanita Adams, Ron Lim, Lois McClellan, Cindi Stephenson, Karen Joseph, Mary Hughes and Marge Gresham

Guest: Mr. Jack Hobbs, Town Manager was introduced to the committee and participated in the meeting, familiarizing himself with the festival.

Ron and Mary advised the committee that Oak Island has canceled its Labor Day Arts and Craft Festival due to Covid-19 concerns. Until a change is made, if at all, by the state, the committee will proceed with plans for the festival. On Tuesday, August 17, Cindi will be meeting with the Chamber of Commerce and report back to the committee if any changes are to be made. Also, Cindi will keep us posted on any State regulations mandated by the Governor.

Vendors: Mary reported that we have 107 total with 12 sponsors, 17 non-profits and 12 food vendors. The deadline for vendors is August 20 at which time Mary, Lois, Marge and Karen will finalize the map for vendor locations. In finalizing the vendor locations, Mary will also advise the vendors of a committee member to be contacted the day of the festival should any issues occur. Assignments are: Marge - Orange and Green Areas, Brittany - Pink and Yellow, Mary - Blue, Lois - Brown, and Jan - Purple and Lavender.

Golf Carts: Karen reported that she spoke with the Golf Cart Outlet and they are prepared to loan 3 carts for the day of the festival.

Food Vendors: Marge reported that all of the food vendors have met the requirements for the Brunswick County Health Department, Environmental Health with the exception of one. All that is needed for this one is a TEMPORARY FOOD APPLICATION and because it is a non-profit, no fee is expected.

Non-Profits: Ron reported that all 17 have paid the application fees.

Sponsors: As of this date, we have 12 sponsors and 1 more was brought into the meeting. The sponsors will be highlighted in the advertising by Brittany as well as on the Rack Cards to be distributed throughout the community. Rack cards should be ready for distribution by Sept. 1. Juanita was to check on Coastal Living and Intracoastal Realty. Coastal Living sent in a sponsorship and Intracoastal sent money for a vendor space. They are sister companies and therefore duplicated their efforts, so a refund is due.

Covid-19 Signage: Mary presented information regarding banners and markers for STOP THE SPREAD and KEEP YOUR DISTANCE. Before ordering, Cindi will check with the Town lawyer for whether or not these will be needed.

Shirts and Sweatshirts: Ron presented to the committee the new black sweatshirts. Shirts and STAFF shirts were given to the new members. The sweatshirts

and shirts will be sold at the WELCOME TENT.

Kathleen O'Sullivan will coordinate activities at the TENT as well as assign volunteers for the sales.

Parking: As Ron pointed out to the committee, there are many concerns about the main parking lot. It will be necessary to cordon off areas due to soft sand causing cars to "get stuck". It was decided to have a tow truck available for the day at a cost to the committee. After discussion with the Police Department, utilizing remote areas for parking with shuttles would present a larger problem with pedestrian traffic. Captain Stan Gurganus was at the meeting to discuss police presence. His suggestions were to have a car with blue lights flashing at Park Road and Sunset Boulevard to slow traffic. Use of the information vehicle to indicate LOT FULL to prevent traffic from coming to main lot and any other traffic messages. Volunteers are still needed for the parking lot.

Give-a ways: Brittany showed the committee the golf towel giveaway that will be handed out at the WELCOME TENT.

Electricity: The committee voted to have Brunswick Electric install another "J-Box" at the end of yellow. Consideration for the safety of all due to the need to run an extension across the street made for an issue. Karen will check with the property representative for permission to have this done.

Extras: Name tags for new members have been ordered. Sandwich Sidewalk sign has been delivered. Letters will have to be sent to townhouse owners reminding them of the festival date due to lack of parking. "Large" checks are ready for members to take to sponsors for pictures to be published in the Beacon. Members will have pictures taken and forward to Jan and she will forward to the Beacon for publication.

Next Meeting: Monday, September 13 at Town Hall at 7 PM