

O4W Freedom Barkway Meeting Minutes

6:30 pm – 8:00 pm September 13, 2016
Old Fourth Ward Freedom Barkway Dog Park

Members: Wayne Reimer, Melanie Guthrie, Frances Hamilton, Michael Reeves, John Moss, Leo Rosario, Jim LaVallee, Brooks Kirkland, Jeff Raw, Dan Popovic

Attended: Wayne Reimer, Frances Hamilton, Michael Reeves, John Moss, Jeff Raw, Brooks Kirkland

Absent: Melanie Guthrie, Leo Rosario, Jim LaVallee, Dan Popovic

Committee Reports

i. O4W Howl-O-Ween Parade & Festival Committee Report

- i. Looking into bands and a stage. **Jeff**
- ii. Design of the 5x7 Card to have dual side with poster art on one side and all parade & festival info on plain white backside. **Frances** and Michael to help.
 1. Printing to be done by **Greg Crandell** at Intown Business Center
 2. Needs 500 cards printed
- iii. Design of 11x17 posters – **Frances**
 1. Printing to be done by **Greg Crandell** at Intown Business Center
 2. Need 50 posters printed
- iv. New Banners (three banners 30" x 72") for the event Pet parade and festival. – **Frances**
 1. **Wayne** to confirm standard size with **Greg Crandell**
- v. Parade to be on Highland from Alaska to Howell Streets
 1. Registration for parade will be \$5 per dog
 2. Registration for parade comes with one drink ticket
- vi. Festival event to take place on Howell Street.
- vii. Parade & Festival Security was arranged by Melanie with Lt. Little of APD – **Wayne to follow-up and confirm**
- viii. Email of existing sponsor package to the Barkway database. – **Joe, Frances and Jeff**
- ix. Need a Beer sponsor, soft drink sponsor, King of Pops, King of Pups, Food trucks. – **Brooks**
- x. Need food vendors – Cotton Candy – **Melanie**; hot dogs - **Wayne**
- xi. Look into pet photography or painter for dogs. – **Brooks**
- xii. Email O4WBA to confirm ability to promo the festival and parade. –**John**
- xiii. Present to the O4W business Association for support and last minute sponsorship. –**John**
 1. Sponsorship range: Yorkie, Pitbull, and Great Pyrenees (\$250, \$500, \$1000)
 2. Use sponsor cards that Frances has already designed
 3. Cards to be printed (need 75 cards) by **Greg Crandell** at Intown Business Center
- xiv. Parade prizes. –**Melanie**
 1. Dog Categories: Family, Dog, Judges, + Honorable Mention.
 2. Need a total of 3 First Place, 3 Second Place, 3 Third Place and 3 Honorable Mention
- xv. Porta potties – **Michael**

- xvi. Finalizing the Judges for the Event – Judge Jane Morrison, Commissioner Joan Garner, Councilman Kwanza Hall or Jay Tribby - **Wayne** and Baton Bob - **Brooks**
 - xvii. Manage Barkway Tent for the event. – **Melanie**
 - xviii. Inventory of hats and t-shirts and place order as needed. – **Michael**
 - xix. Create volunteer calendar to participate in the event (probably will need a total of 5 volunteers for parade sign-in, six volunteers for drink dispensing and six volunteers for check-in at gate). – **Michael**
 - xx. Wrist bands for age verification and drink tickets – **Wayne**
- ii. **Follow-up meeting on Tuesday, 9/20 at same location to review our progress and determine where we need to get help.**