

MAYOR'S COMMITTEE | MINUTES

Meeting date | time 2/21/2018 12:00 PM | Meeting location Blackfoot Senior Center

Meeting called by Sindi Crosland (Chair)

Note taker JoAnn Brooks

Next meeting: March 21, 2018 12:00 PM

Location: Senior Center

Present: Sindi, Susan, Lisa, JoAnn, Ryan, Amy, Pam, Garrett, and Mike.

AGENDA TOPICS

1. New Business

- A warm welcome to our newest member, Amy Bull. She is representing the ISU extension office. We are glad to have you aboard!
- Medicare I.D. numbers changing, starting this April. If you would like more information, or pamphlets, talk to Mike.

2. Resource Fair May 2018

- **Date:** May 7, 2018, 10 AM – 2 PM
- Please meet with your fellow committee members. All committees will be reporting on their progress in the March meeting.
- If you would like to purchase a Mayor's Committee shirt, watch for Lisa's email.
- Becca submitted a sponsorship request to Bingham Memorial Hospital, to see if they would like to help us with advertising. When she hears back from them she'll let us know.
- May is "Older Americans Month." We've decided to ask the Mayor to sign a proclamation at the fair.
 - Pam will bring a microphone
- **Committees:**
 - **Logistics**
 - No update this week, but we are assuming that the tables/layout will be the same as last year.
 - Becca will check with vendors to find out if they need electricity.
 - Someone will contact Julianne, at AlSCO, to see if we can borrow their tablecloths.
 - We need to double check on the size of the tables. Last year, some tables were 8 feet, and others were 6 feet. Sindi will ask Lynette for specifics.

- **Invites**
 - “Save-the-Dates” will be taken care of by Dave and Becca.
 - Lisa will get the flyers distributed.

- **Vendors:**
 - Becca will email us a vendor list as soon as possible. If there is a vendor that you would like to have on the list, please email Becca.
 - Mike is working with Health & Welfare to sponsor an emergency preparedness table.
 - Red folder table: We can tailor the information inside to be Bingham County specific, or to put in any special needs that we like. Mike would like help in deciding what to put in. Sindi, Pam, Susan, and Lisa will help with this.

- **Registration:**
 - Two tables; one for students and one for community.
 - Lynette will order more wrist bands.
 - Registrations main job is to man the tables on the day of.
 - A help/information desk will also be available.

- **Marketing/Advertising:**
 - Lisa has secured the marquee.
 - Pam will check with Pepsi/Coke and Short Stop about advertising possibilities.
 - Mike is reaching out to more senior and disability housing complexes; as well as subsidized housing.
 - We would like to reach out to inter-faith groups such as the CDT.
 - Our flyers will be in Spanish and English.
 - Lisa will distribute to vendors and city website
 - **Each committee member will distribute flyers within their own organization.**
 - Pam will send them out with Meals on Wheels
 - **We rely on all committee members to spread the word and deliver flyers to their own contacts.**
 - Sindi will look into placing one of our banners on the fence by Jensen’s Grove.

- **Transportation:**
 - Mike checked with PRT; they can do it, but it’s complicated.
 - Mike will also check with Showban, and CT Transportation.

- Lynette will check into the Eastern Idaho Fair Trolley.
- Transportation through the Miles Bus Company and Teton Stage Lines is also a possibility.

- **Decorations:**

- Committee will get together to decide.

3. Other/Misc.

- **Food:** Not a committee this year.
 - We might have a concession stand

- Resource Fair Audience:
 - Caregivers
 - Senior Citizens
 - Parents
 - Students
 - People with disabilities