

**City of Lowell, Oregon**  
**Minutes of the Blackberry Jam Festival Committee Meeting**  
**June 12, 2018**

The meeting was called to order at 7:07 PM by Vice-Chair Michael Galvin

**Members Present:** Pam Baumann, Mike & Virginia Galvin, Diane Stephens, Joe & Joyce Donnell, Aaron Graham, George Wild, Warren Weathers, Patti Jo Angelini, Daniele McCallum, Alvin Riggs, Nate Anderson, Dawn Hymer, CA - Jared Cobb

**Approval of Minutes:** Minutes of May 8, 2018 Pam Baumann moved to approve as amended, second by Diane Stephens. Approved by consensus.

**Old Business:**

Financial: CA presented May financial report.

Sponsorship: All sponsors have paid except Emerald Valley Dental, and they have been invoiced.

Crafts: Pam stated she only has 10 spaces left for vendors.

Food Vendors: No report

Entertainment: Paula provided an email report, signed contracts are coming in, and she will provide water and ice for entertainment only this year.

Quilt Show: Diane stated quilt sales continue, the Pine Needlers will purchase the quilt racks with a grant received from the City of Lowell. Quilt Show will be at Lundy Elementary School Gym.

Car Show: Nate reported he has 7 sponsors, classes have been added this year, arrangements have been made with the school for use of the football field and crowd's nest for sound system. Pie making arrangements have been made, and Jessica Coleman will handle the food booth. Girls Volleyball will conduct 50/50 Raffle, and he is in need of more raffle prizes.

5KRun: Daniele reported that Eclectic Edge Events LLC has been contracted to handle the event. Flyers are out, and registration is on the website. Start time is 8:30 AM on Sunday.

Fishing Derby: Alvin reported they are completing all the necessary paperwork, it has been changed to Saturday only, and Warren stated they expect \$400 in donations.

Kidz Korner: Dawn reported Savannah Largent is working on collecting donations for prizes. She is in need of a 10X10 canopy, and assistance to setup canopies. Her priority is working on getting volunteers to staff games.

Parade: Fire Chief Lon Dragt presented a proposed parade route, to alleviate blocked traffic. Discussion followed and it was agreed to move the last leg of the parade from Main St. to E. North Shore Drive. Diane will send out a notice to parade registrants when available.

Grease Pole Climb: No report

Pie Baking/ Eating Contest: No report

RC Airplanes: No report

Horseshoe Event: No report

K9 Event: Arrangements are made.

Garbage: Joe reported Sanipac will provide a dumpster free of charge, he is working on making

contact for the recycle bins, and gator use.

Layout/set-up/Grounds: Nothing to report.

Toilets: Arrangements made.

City: CA is in the process of obtaining Liability Certificates.

Security: Arrangements made.

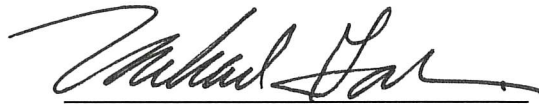
Information Booth: Joyce provided a signup sheet to work 2 hours shifts at the information booth, to assist with sale of jam, quilt raffle tickets, past years car show t-shirts and to monitor dining area by wiping tables off and picking up garbage.

Programs & Advertising: Diane and Patti Jo presented rough draft of program, the schedule was reviewed for accuracy, and Friday, June 15th set as deadline for ads. Poster created by Aaron was sent to printers.

**New Business:** None


**Other Business:** None

**Adjourn: 8:40 PM**



**Vice-Chair Michael Galvin**

**Attest:**

  
**City Recorder – Jared Cobb**