

**City of Lowell, Oregon**  
**Minutes of the Blackberry Jam Festival Committee Meeting**  
**March 12, 2019**

The meeting was called to order at 7:08 PM by Vice-Chair Michael Galvin

**Members Present:** Pam Baumann, Michael Galvin, George Wild, Gerry Burr, Diane Stephens, Brad Anderson, Joyce Donnell, Lonna Bennett, Aaron Graham, Tim Stratis, CA - Jared Cobb

**Approval of Minutes:** Lonna Bennett moved to approve the minutes of January 8, 2019, second by Gerry Burr. Approved by consensus.

**Old Business:**

**1) Marketing:**

Financial: CA Cobb provided a report for February, and explained the possibilities of the new software program going forward for reporting.

Public Relations/Advertising/ Program: Aaron Graham reported Patti Jo is working on scheduling a meeting with the public relations team.

Poster: Aaron stated he would work on some drafts and send them out for input from the committee.

Sponsorship: Joyce will email updated information packet for new sponsorships.

**2) Events:**

Car Show: No report

Craft Vendors: Pam reported she is sending out application forms to previous vendors, and asked that the website be updated.

Entertainment: No report

Fishing Derby: Alvin Riggs and James Erlic will be coordinating the event this year.

Food Vendors: No report, it was discussed that at least 10 food vendors are needed and to invite local business.

Grease Pole Climb: Tim gave an update on the progress of the pole and plaque. Discussion on where event will be held in the park followed. No decision was made.

Horseshoe Event: Brad stated he's excited about moving the event to Saturday and would help Patti Jo with coordinating the Beer/Wine Garden.

K9 Event: George reported the Springfield Police are working on their budgets now, and hopefully they will continue the event.

Kids Entertainment: No report

Parade: Diane stated she is working on the new application and will have it ready to present at the next meeting. Discussion followed on limiting the hand outs during the parade.

Pie Baking/ Eating Contest: Tim has family willing to help make pies and plans are to make 25-30. He will inquire about making them at the school.

Quilt Show: Gerry presented the 2019 Quilt 'Ribbons United', and an invoice for the 2020 Quilt.

5KRun/Walk: No report

**3) Event Support:**

Security: George reported no change, CA Cobb stated that Oakridge Police will be present.

Garbage/Recycle/Toilets: Joyce stated no changes.

Layout/set-up/Grounds: CA provided a map of the proposed grounds, and possible layout for the event. Discussion followed.

City: Nothing to report.


**New Business:** None

**Other Business:** Pam Baumann voiced concern that the website was not updated.

**Adjourn: 8:18 PM**

Approved:   
Michael Galvin – Vice-Chair

Date: 5-14-19

Attest:   
Jared Cobb – City Recorder

Date: 5/14/19