

**AGENDA**  
**BLACKBERRY JAM FESTIVAL COMMITTEE**  
**TUESDAY, December 10, 2019 – 7:00 P.M.**  
**Maggie Osgood Library**

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. APPROVAL OF MINUTES – November 12, 2019**
- 4. BUSINESS –**
  - **Discuss Advertising Coordinator**
  - **Discuss/Plan Park Footprint for 2020 Festival**
- 5. OTHER BUSINESS**
- 6. ADJOURN**

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the City Clerk, Joyce Donnell, at 541-937-2157.

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

The meeting was called to order at 7:00 PM by Chair Lon Dragt

**Members Present:** Lon Dragt, Pam Baumann, Michael Galvin, George Wild, Gerry Burr, Brad Anderson, Bailey Sitts, Rhett Gedies, Lonna Bennett, Joyce Donnell, CA Jared Cobb

**Approval of Minutes:** Gerry Burr moved to approve the Minutes for October 22, 2019, second by Michael Galvin. Approved by consensus.

**Business:**

- **Discuss/Review Timeline's for Events – Discuss/Review Development of Procedure Manual** – Chair Dragt will continue to gather information on individual events, the pressing item now is marketing and communications.
- **Marketing Survey Update** – Aaron Graham and PJ Angelini submitted emails stating they will no longer be working on marketing, nor attending BBJ meetings. Bailey Sitts attended the meeting to possibly assist in the marketing realm. It was discussed and decided that the survey will be put on hold. A theme for next years event was discussed and since it is a Leap Year, 'Leaping Forward' was agreed upon. Allowing for advertisers to place banners on the fence surrounding the event, was discussed and agreed upon for a marketing option. Jared stated he would contact Hilltop Bar & Grill for sponsorship and work on developing the sponsorship roll.
- **Approval for Pine Needlers Donations for 2019** – Gerry presented list of applicants and awarded donations. Lowell Fire Dept. - \$800, Food Pantry - \$600, Lowell/Fall Creek Education Foundation - \$1,100. ( \$500 – Dolly Parton Program, \$600 – Summer Recreation Program) **Michael Galvin moved to approve donations, second by Lonna Bennett. Approved by consensus.**
- **Discuss/Assign Contact Persons for Advertisers/Sponsors** – There was discussion on the process and who needed replacement. Chair Lon will bring a list of advertisers to the next meeting and have them assigned to a contact person.
- **Discuss Executive Committee Member Communication Point Person** – Discussion followed on the need for a point person, it was decided that the Online Bill Pay system was needed and Jared would get that started. A point person is still needed.
- **Discuss Food Vendor Comparison Report** – Rhett presented his report, noting that other local events charged from \$250 - \$800 per food vendor. Discussion followed to increase the BBJ fee from \$150 + \$10 for electricity to \$200 per vendor. **George Wild moved to approve the Food Vendor Fee of \$200 per vendor, second by Rhett Gedies. Approved by consensus.**
- **Discuss/Plan Park Footprint for 2020 Festival** – CA Cobb presented a rough draft of the park and one possible option for discussion. After many thoughts and ideas, CA will design a few of the options and bring back to next meeting for review.

Blackberry Jam  
2020 Advertisers

Advertiser's Name	Contact	Phone #	Assigned	Size	Fee	Inv'd	Paid	#	Mailing Address	City	State	Zip	Tx Sent	Email
Brothers Plumbing	Chad Lybarger	541-937-2542	Mike	Full	165				P. O. Box 204	Dexter	OR	97431		
J&K Electric	Jason Prenevost		Mike	Biz card	40				38001 Place Road	Fall Creek	OR	97438		
Jerry & Wait's		344-3265	Mike	Biz card	40				107 Van Buren Street	Eugene	OR	97402		derek@jerryandwait's.com
Star Rentals	Ron Simpson	746-8228	Mike	1/2	Comp				1570 South A Street	Springfield	OR	97477		
Sunrise Café	Jim Stewart	521-1357	Mike	1/2	100				325 21st Street	Springfield	OR	97477		jimorrikk@comcast.net
EPUD	Patty Jo Angelini	746-1583	Mike		500				33733 Seavey Loop Road	Eugene	OR	97405		Sponsor
Lane Electric Cooperative	Dave D'Avanzo	484-1151	Mike		500				P. O. Box 21410	Eugene	OR	97402		Sponsor
Emerald Valley Dental	Dr. Matt Bahen	513-7623	Mike		250				195 Melton Road	Creswell	OR	97426		Sponsor

Blackberry Jam  
2020 Advertisers

Advertiser's Name	Contact	Phone #	Assigned	Size	Fee	Inv'd	Paid	#	Mailing Address	City	State	Zip	Tx Sent	Email
Floral Living	Sallina Grindstaff	556-7905	Joyce	Biz card	40				P. O. Box 472	Lowell	OR	97452		<a href="mailto:sggrindstaff@gmail.com">sggrindstaff@gmail.com</a>

Blackberry Jam  
 2020 Advertisers

Advertiser's Name	Contact	Phone #	Assigned	Size	Fee	Inv'd	Paid	#	Mailing Address	City	State	Zip	Tx Sent	Email
Inman, Kristin			Gerry	Biz Card	40				569 E First Street	Lowell	OR	97452		
Juan Yard Service	Juan Terrazas		Gerry	Biz Crd	40				845 Waite Street	Eugene	OR	97402		terrzasbrothers@hotmail.com
Nathan Anderson Dental	Dr. Nathan Anderson		Gerry	1/4	250				4777 Main Street	Springfield	OR	97478		none

Sponsor

Blackberry Jam  
2020 Advertisers

Advertiser's Name	Contact	Phone #	Assigned	Size	Fee	Inv'd	Paid	#	Mailing Address	City	State	Zip	Tx Sent	Email
James Heating & Air Cond	Brian Chittim	746-7489	Tim	1/2	100				115 Lawrence	Eugene	OR	97401		<a href="mailto:bchittim@jamesheating.com">bchittim@jamesheating.com</a>

Blackberry Jam  
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Advertiser's Name	Contact	Phone #	Assigned	Size	Fee	Inv'd	Paid #	Mailing Address	City	State	Zip	Tx Sent	Email
State Farm Ins - Corkey Gourley	Corkey	747-4246	George	Full	165			1310 Market Street	Springfield	OR	97477		gorky.gourley.svz@statefarm.com
SaniPac	Aaron Donley		George		500			P. O. Box 10928	Eugene	OR	97440		Sponsor

Blackberry Jam  
2020 Advertisers

Advertiser's Name	Contact	Phone #	Assigned	Size	Fee	Inv'd	Paid #	Mailing Address	City	State	Zip	Tx Sent	Email
Watson, Shawn			Jared	1/2	100			P.O. Box 271	Lowell	OR	97452		







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Advertiser's Name	Contact	Phone #	Assigned	Size	Fee	Inv'd	Paid #	Mailing Address	City	State	Zip	Tx Sent	Email
Banner Bank		726-7211		Full	165			P. O. Box 639	Pleasant Hill	OR	97455		
BIS - PETALBLANK				Biz Crd	40			5670 Main Street	Springfield	OR	97478		
Bridge Charter Academy	John VonDolosi			1/2	100			60 S. Pioneer	Lowell	OR	97452		lvondol@bridgecharter.com
Bridge Town Mkt/Goat Coffee	Jim Martini			Full	165			P. O. Box 447	Lowell	OR	97452		
Brothers Plumbing	Chad Lybarger	517-6169		Full	165			P. O. Box 445	Creswell	OR	97426		
Campbell Commercial Realty	Suzanne Kintzley	915-6009		Biz Crd	40			701 High Street, Suite 300	Eugene	OR	97401		
Casey Jones/Rainbow Pump	Cl (729-6405)	726-1394		Full	165			37119 Immigrant Road	Pleasant Hill	OR	97455		suzannek@campbellre.com
Creswell Chronicle	Scott Olson			1/2	100			P.O. Box 428	Creswell	OR	97426		
Dexter Lake Farmers Market	Fergus McLean	554-7667		1/2	100			PO Box 561	Lowell	OR	97452		
B & D Dexter Market, Inc.	Kulbip	937-2676		1/2	100			P. O. Box 33	Dexter	OR	97431		
Edward Jones	Lydia Swaim	844-1409		Biz	40			1055 Charnelton Street	Eugene	OR	97401		
Elmina Mike	Elmina Mike	543-5001		Biz card	40			36380 Jasper-Lowell Road	Springfield	OR	97478		elmina@mv-world.com
Fall Creek Farm & Nursery	Amy	937-2973		Full	165			39318 Jasper-Lowell Road	Lowell	OR	97452		
Lowell FC Ed Foundation				1/2	100			65 S. Pioneer Street	Lowell	OR	97452		
Lowell School District	Johnie Matthews			Biz Crd	40			65 S. Pioneer Street	Lowell	OR	97452		jmathews@lowell.k12.or.us
Lowell School District				Full	165			65 S. Pioneer Street	Lowell	OR	97452		
Now and Zen	Winsor, Keisi	747-1925		Biz	40			84899 Tillicum Ave. #9	Pleasant Hill	OR	97455		nowzenhair@gmail.com
On the Way Market & Deli	Lorraine Liles	747-8238		Biz Crd	40			38239 Highway 58	Dexter	OR	97431		mickiligs@hotmail.com
Pam Dietz Realtor/Broker	Pam Dietz	729-9217		Full	165			P. O. Box 798	Pleasant Hill	OR	97455		
Pleasant Hill Urgent Care	Suzanne to get info												
Shenite Sims	Sherrie	844-8134		Biz Crd	40			PO Box 201	Dexter	OR	97431		shenitesims@massagetherapy.com
Wash Your Dog Spot	Debbie Glenn	747-3638		Biz Crd	40			2787 Olympic St. #1	Springfield	OR	97477		wydogspot@yahoo.com
KRVM	Johnny Etheridge							1574 Coburg Road #237	Eugene	OR	97401		

Sponsor



# BBJ Map

Option 1

# Legend



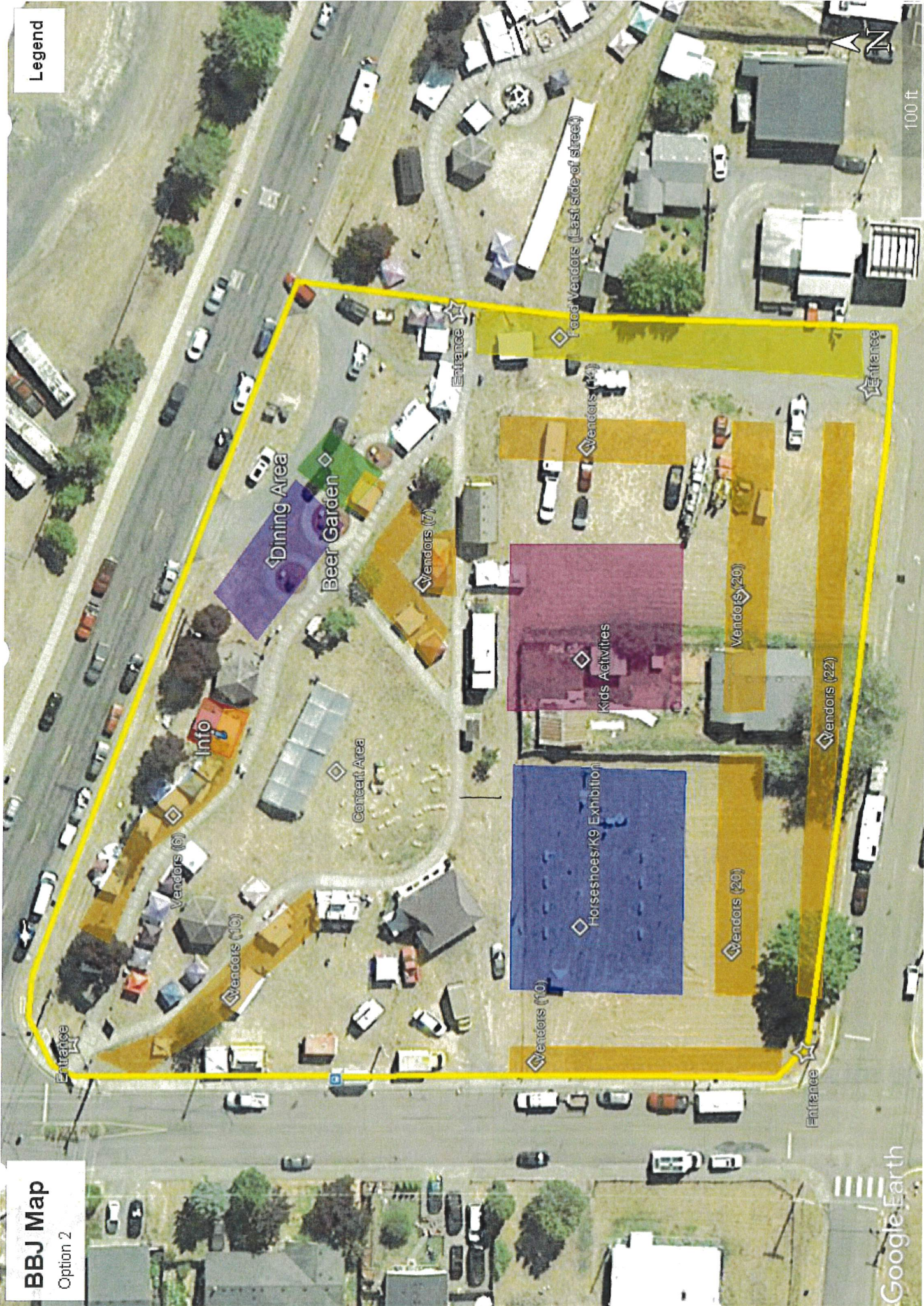
100 ft



# BBJ Map

Option 2

Legend



100 ft

Google Earth