

River Days
January 10, 2005
9:00 a.m.

Meeting location: Butler County Engineers Office

In Attendance: Bob Harris, City of Hamilton Parks and Rec; Jim Bokeno, City of Hamilton, Electric Dept.; Bob Lentz, Butler County Stormwater District; Tim Naab, Vision 20/20; Adam Sackenheim and Shannon Gillespie, Butler County DES; Mark Fritsch, Friends of the Great Miami; Debbie Rulon, Hamilton Convention and Visitors Bureau; Brian Bohl, Hamilton County SWCD; Angela Manuszak, Miami Conservancy District; Tim McLelland, Hamilton to New Baltimore Groundwater Consortium; Kevin Fall, Butler SWCD; Gail Thornton, City of Hamilton; Ray Meyer, American Heart Association; Donna Morgan, Bill and Sharon Combs, and Susan Krebs; Miami Valley 1700-1865 Reenactors Company

Festival Dates and Schedule

Saturday, September 10, 2005, Hours – 10:00 am – 7:00 PM.

Benefactors: Friends of the Great Miami, Vision 2020

Activities:

American Heart Association Heart Walk – 10:00 am (Reg. 9:00 am)

Wake Board Tournament – 9:00 am – 5:00 PM

Sunday, September 11, 2005

Canoe float - 1:30 PM

9/11 memorial – 1:00 PM

Details, as they become firm are being posted to the Friends of the Great Miami website: www.fogm.org. Mark Fritsch is the contact for changes required there.

Reenactors

Four members of the Miami Valley 1700-1865 Reenactors were present to explain their program as artists and teachers of local historical culture. They plan to do an overnight encampment along the river that will be historical in nature. Some are also vendors whose art reflects historic or native cultures. They will ask for a written agreement and a fee of \$200. If we want a drum to be present, they can make arrangements, but there will be an additional charge. They would also like to explore setting up early enough for school children to visit on Friday during the day. (Action Item – Tim N.)

Logistical needs (Action Item – Tim M. and Angela)

- Running water
- Port-o-Lets
- Use of bike-trail to drive supplies to camp site
- Overnight camping
- Overnight security
- A place for horses in the shade (tentative)

The group responded favorably to the group and agreed to work with them. Mark Fritsch is the committee member who will be their primary contact.

Mark is also attempting to secure Civil War reenactors for the event.

American Heart Walk

American Heart Walk will begin at 10 a.m. Registration will begin at 9 a.m. Walkers will start at the Fitton Center and walk either to the dam or to Joyce Park and back. They will consider ending the walk at the festival this year. Ray is willing to promote River Days during recruitment for the walk and also to develop a way to encourage walkers to enjoy the River Days activities after their walk. Ray suggested that Hamilton's mayor could greet the walkers at the launch and encourage them to enjoy the event. They will have a water station at the dam, typically in the dam overlook parking lot. They expect 700 –800 walkers this year.

Logo

Bob Lentz presented a River Days logo developed by him and Mark's son-in-law, a graphic artist with La Rosa's. The group approved the logo, with the contingency that the date be removed from the center of it for more flexible use in future years. Bob will e-mail everyone an electronic version of the logo this week. (Action Item)

9/11 Memorial

Scheduled for 1 PM Sunday, Mark Fritsch is working to set up the details. Suggestions included Dr. Lewis of the Presbyterian Church to preside, and for the Fire Department to be represented, perhaps with their marine patrol. Scouts may be involved as well. Debbie will e-mail Bill Quinn and Dave _____ to coordinate with any plans the City has already intended. (Action Item)

Co-chair needed

Bob Lentz accepted the position as co-chair of the committee.

Fundraising

Levels of sponsorship: same as reported in December minutes with exception of the up to \$499 amount – it was agreed that this should change from Rubber Duck sponsor to Headwaters sponsor.

Dollars committed to date:

Butler County Storm Water District:	\$2000
City of Hamilton Parks and Rec:	\$500
Miami Conservancy District	\$500
Butler Co. Enviro. Services	\$500 plus (would be interested in sponsoring the ORSANCO river life tank, perhaps -- cost \$1000 per day)
Butler SWCD:	in-kind services – offer to handle mailing

Fiscal Agent

Hamilton Community Foundation offered to serve as the fiscal agent at no charge, so the group decided to do that. All donation checks will be made payable to the Foundation, ear-marked or noted to be applied to the River Days event. Tim will get information about the procedures to request payment (forms, etc.) for expenses and those should be funneled from the committee through one committee person handling those details. (Action Item – Tim N.)

Vendors

The group decided that booth space will be sold just above direct expense at \$100 per space and a double booth costing \$150. If the vendor has a wagon, that would cost the same amount. A one-time vendor's license will be required for the City of Hamilton. The mailing for vendors will include that vendor's license form and a form regarding the electrical needs of the display. For larger spaces, we agreed that a 100 x 100 foot space would go for \$1000. Kevin Fall presented for Lynn White regarding these costs, but also requested that the Education committee consisting of Lynn and Dan Remley not be expected to locate commercial vendors to participate, but only educational displays and activities. They will compile a list and send an invitation and form to potential exhibitors. (Action Item – Dan and Lynn)

Sponsorship

Bob L. presented a sustaining member list from local Chambers of Commerce. These are members who support community events, so they will be an early target of sponsorship requests. Tim N. suggested that we need to find a sponsorship committee chair right away who has contacts and can make personal call after the mailing goes out. Angela volunteered to staff the sponsorship committee, but stated she does not have the contacts in the region to serve as its chair. Bob H. called for a sponsorship committee meeting on Wednesday, January 12 at 9 a.m. to make a plan to move forward with sponsorship tasks. All interested parties are welcome. A standard sponsor letter, hand-out, and business plan will be finalized following this meeting so active solicitation can begin.

**The next meeting will be held February 7 at 9:00 a.m. at BCEO.
This group meets traditionally on the first Monday of the month at 9 a.m.**

Action Items:

Tim Naab

- will contact principal of one of the elementary schools in Hamilton to get his response about teacher interest in bringing 3rd – 5th grade students to the river.
- Mention to MU-Hamilton Director proposed needs of MU property for event and discuss limitations to parking or display space
- Get detailed information from Hamilton Community Foundation about procedures to request payment for expenses

Tim McLelland

- gather data from all activities in order to be sure needs are provided for

Angela Manuszak

- Type and distribute minutes
- Check with MCD property manager about proposed uses of MCD property for the event

Bob Lentz

- E-mail updated logo to the committee

Debbie Fescina Rulon

- E-mail Bill Quinn and Dave about the 9/11 Memorial