

**MINUTES
HILLIARD ACTION COMMITTEE
MONDAY, OCTOBER 12, 2015**

The Hilliard Action Committee will meet in the Hilliard Town Hall Conference Room, located at 15859 West County Road 108, Hilliard, Florida, to consider the items of interest listed below.

The meeting is called to order by David Buchanan at 7:00 p.m.

MEMBERS IN ATTENDANCE:

David Buchanan, Mayor
Jack Bailey, Chairman
Lisa Purvis, Town Clerk
Kyle Malucci, Parks & Recreation Director
Myra Cockerham, Town of Hilliard
Ann Buchanan, Citizen
Bernita Dinwiddie, Citizen
Skip Frey, Citizen
Jacqui Galbreath, Citizen
Ben Hobbs, Kid Zone
Wade Ivey, Kid Zone
Buddy West, West Rock Sponsor
Bobby Franklin, Veteran

APPROVAL OF MINUTES:

Motion is made by Ann Buchanan to approve the minutes for the September 15, 2015 Hilliard Action Committee. Seconded by Bernita Dinwiddie. Motion carries.

DISCUSSION ITEMS:

The following items are reviewed and confirmed:

Veterans Ceremony & Timberfest Event

- Date – Saturday, November 7, 2015

- 8:15 AM Refreshments – Ann Buchanan advises that Winn Dixie has the Town's donation for refreshments request.
9:00 AM Veterans Appreciation Ceremony
Guest Speaker – Circuit Judge Steve Fahlgren
Military Tent & Memorabilia – Brothers Bobby, Carrol & Billy Joe Franklin
Flag Raising – Hilliard VFW Post
Band – Hilliard Middle Senior High School
Veterans Ceremony Tent – Dawn & Roger West with the Westside Journal.
Flags – Request for American flags flown over the Capitol sent to: Janet Atkins, Aaron Bean & Andre Crenshaw's offices.

Flag & Ribbon Pins – Town of Hilliard

- 10:30 AM – 4:00 PM Timberfest
Event Information, Applications & Flyers
Regular & Corporate Vendors & Sponsors - Pricing & Rules
www.townofhilliard.com
Lisa Purvis advises that Jesse Pickett with the Westside Journal designed our Veterans Day / Timberfest Event posters and we had Florida Sun Printing, print 40 full color 11 by 17 posters to be placed in local businesses.
Skip Frey agrees to take the posters to the local businesses around Hilliard, Folkston & Callahan, advertising the event.
Lisa Purvis advises that we have 32 regular vendors at this time.
Myra Cockerham advises of all the corporate vendors & sponsors that we have as of this date.
Ben Hobbs advises that Woody Folsom Chevrolet plan also to be corporate vendor. Ben also states that Jerry Hamm may be interested and Lisa Purvis agrees to contact Jerry Hamm's local salesman Don Proctor from Callahan.
David Buchanan advises that he has been by Rick Kiefer Dodge twice now and both time he has missed Rick Kiefer but will keep trying.
Skip Frey advises that he has not yet heard back from Paul Clark Ford or Ron Anderson Chevrolet
Lisa Purvis advises that Brad Morrison with Regions Bank advised that he will contact Bennett's Chevrolet to see if they may be interested in being a corporate sponsor.
Ann Buchanan advises that she will visit XL Carts tomorrow to see if they may be interested in being sponsor.
- Event Layout
Town of Hilliard – Tiffany Murphy & David Thompson
Hilliard Aviation, Inc. – Jack Bailey
- 5K Walk/Run – Hilliard Parks & Recreation Department Kyle Malucci has copies of the application that he has prepared and advises that the application is also available on the website. Bernita Dinwiddie asks if he has talk to anyone at the high school and that he can see Jackie Crews the Head of the Beta Club and she will arrange for him to talk to the students if they would like to sign up for the run.
Traffic Control – David Buchanan will talk to Lt. Renee Braddock of the Nassau County Sheriff's Department and everything is taken care of.
Lisa Purvis advises that Renee actual came by Town Hall and Kyle provided her the run map already.

- Entertainment Stage – Low Boy provided by Harry Pickett
Entertainment Line-Up – Lisa Purvis advises that Cindy Steighner has all of the time slots filled for the entertainment and that the Line Dancers will fill in during band change outs in front of the FBO Building under the porch.
Sound System – Mark Moore will provide the sound system again this year for \$500.
- Car/Tractor Show – Trophy & Plaques – David Taylor & Mark Head
Lisa Purvis advises that David Taylor advised her today that he would be at the 10/26 meeting. He also advised that the Car/Tractor Show will have an optional \$20 entry fee in order to be judged and win trophy and/or plaque and that he will cover the cost of the trophies and plaques.
- Kid Zone – Ben Hobbs and Wade Ivey of Hobbs Inflatables provide a listing of the 7 Inflatables that they will be providing at \$5 per participant to play all day. Ben Hobbs also provides a certificate of insurance for his businesses to participate in the event.
- Timber Related Competitions – Cash Prizes will remain the same as past years 1st place \$600, 2nd place \$300 & 3rd place \$100.
Loading Competitions – Pickett Logging, SWPA & West Rock – Lisa Purvis advises that she has spoken to Harry Pickett and will get a list with times of volunteers to time keep and judge the loading competition. Buddy West advises that there will be volunteers also from West Rock. Lisa Purvis advises that Mia Wade is no longer with SWPA and not available to help with the event this year and that she has contacted Tommy Carroll and is still waiting to find out what participation SWPA's will be able to provide the day of the event.
Jack N Jill Competition – Dave Holley & Sam Negaran, Division of Forestry. Myra Cockerham advises that she has spoken with Dave Holley this week and they will do the same as in past years at the event.
- Timber Related Vendors & Displays
Wood Carver – Myra Cockerham advises that Marcus Holley will be at the event this year and he will have a Huskavarna Chainsaw wood carver at the event also. Myra further advise that she contacted Mark Rice of Chainsaw Design to let him know and he advised that he will be at the event no matter what.
Chain Saws Display – Jim Kaulfman would like to be located close to the car show this year.
- Advertisements – Newspapers, Radio, Banners & Flyers
Newspapers – Times Union (1 flyer) & Metro Section, Westside Journal (5 weeks), Nassau County Record (2 weeks), Charlton County (2 weeks),

Ware County (2 weeks), Camden County (2 weeks) & Baker County (2 weeks).

T-Shirts – 200 – First Coast Impression – T Shirts (day glow orange with black lettering). Myra Cockerham advises that she talked to First Coast Impressions about the logo being moved to where a pocket would be and adding 2015 and they advised that should be no problem.

Banners – Display & Stage – First Cost Impression

- Additional Information
Traffic Control – Nassau County Sheriff's Department
Golf Carts for Transportation – Bobby Franklin will provide two carts and David Buchanan advises that the JROTC will have six volunteers the day of the event to volunteer by driving the carts. Ann Buchanan advises that she will ask XL Carts if they would be willing to donate the use of a few of their carts.

ADDITIONAL INFORMATION:

Lisa Purvis advises that David Thompson will take care of the portable toilets and sinks with Farmer Johns Portable Toilets and will contact Lewis Stokes to supply a roll off dumpster for the event.

Lisa Purvis advised that she spoke with Dallis Hunter with the Hilliard Volunteer Fire Department and he advised that they had a meeting coming up and he would find out and let us know.

Lisa Purvis advises that there are only two more meetings until the event so she will set up out front to accommodate everyone attending the meetings.

FUTURE MEETINGS:

Monday, October 26, 2015 at 7:00 PM
Monday, November 2, 2015 at 7:00 PM

MEETING ADJOURNMENT: 7:35 PM

Approved this _____ day of _____, _____ by the Hilliard Action Committee.

TOWN OF HILLIARD

David Buchanan, Mayor