

**MINUTES
HILLIARD ACTION COMMITTEE
MONDAY, OCTOBER 26, 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
Ann Buchanan, Ex-Chair
Lisa Purvis, Town Clerk
Kyle Malucci, Parks & Recreation Director
Bernita Dinwiddie, Citizen
Skip Frey, Citizen

APPROVAL OF MINUTES:

Motion is made by Ann Buchanan to approve the minutes for the October 12, 2015 Hilliard Action Committee. Seconded by Skip Frey. 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 to get grocery list for refreshments.
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 – Donated American flags provided from: Janet Atkins' Office (1), Aaron Bean's Office (2) & Ander Crenshaw's Office (2). The Flags will be given to the five (5) oldest Veterans in attendance.
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

- Event Layout
Town of Hilliard – Tiffany Murphy & David Thompson
Hilliard Aviation, Inc. – Jack Bailey
Lisa Purvis provides a copy of the draft layout map that Tiffany Murphy has provided and advises that there is limited space available and points out the highlighted area that is left.
- 5K Walk/Run – Hilliard Parks & Recreation Department Kyle Malucci advises that he has approximately 15 registered runners to date. Also he will be getting back with Mrs. Crews regarding Beta Club members to help with the 5K walk/run.
David Buchanan also suggests that Kyle contact Julie Brown with the Nassau County School Board as she has advised that she knows of several that have said they would like to register for the 5K.
Traffic Control – Nassau County Sheriff's Department Lt. Renee Braddock of the Nassau County Sheriff's Department has a copy of the 5K walk/run map and will provide traffic control.
- 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.
- Car/Tractor Show – Trophy & Plaques – David Taylor & Mark Head
Lisa Purvis advises that David Taylor advised her that he would that he will cover the cost of the trophies and plaques, if there is a balance.
- Kid Zone – Ben Hobbs and Wade Ivey of Hobbs Inflatables Lisa Purvis advises that Ben Hobbs has provided a contract to the Town of Hilliard for the kid zone along with listing the Town as additional insured under his liability insurance and will provide several inflatables for the kid zone and will charge \$5 per kid for all day.
- Timber Related Competitions – Cash Prizes
Loading Competitions – Pickett Logging & West Rock
Lisa Purvis advises that SWPA will not have anyone the day of the event to assist but instead became a Silver Sponsor this year. Lisa further states that she has advised Harry Pickett since he is a member of SWPA that he should be able to call their office and request to use their tent and clocks and that the Town purchased hard hats and vests.
David Buchanan suggests that Lisa contact Mr. Ray Seeley to see if he would like to assist with announcing down at the loading competition.

Jack N Jill Competition – Dave Holley & Sam Negaran, Division of Forestry

- Timber Related Vendors & Displays
Wood Carver – Mark Rice, Chainsaw Design
David Buchanan asks if someone has gotten the wood for Mr. Rice. Lisa Purvis advises that Myra Cockerham has asked Harry Pickett if he can provide and he has agreed to do so.
Chain Saws Display – Jim Kaufman
- Advertisements – Newspapers, Radio, Banners & Flyers
Newspapers – Times Union (Flyers) & Metro Section, Westside Journal, Nassau County Record, Charlton County, Ware County, Camden County & Baker County
Lisa Purvis advises that all newspaper advertisements have been sent and are to run this week and next.
T-Shirts – 200 Day Glow Orange w/Black Lettering – First Coast Impression
Bernita Dinwiddie asks how much the shirts are going to cost this year.
Lisa Purvis advises \$10 which is just enough to cover their cost.
Banners – Display & Stage – First Cost Impression
- Additional Information
Traffic Control – Nassau County Sheriff's Department
Golf Carts for Transportation – Bobby Franklin & XL Carts & JROTC
David Buchanan asks if the JROTC will be able to drive the XL Carts also.
Lisa Purvis advises that Ann Buchanan did ask and that the owners of XL Carts advised that they could.

ADDITIONAL INFORMATION:

FUTURE MEETINGS: Monday, November 2, 2015 at 7:00 pm

MEETING ADJOURNMENT: 7:45 PM

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

TOWN OF HILLIARD

David Buchanan, Mayor