**Sterling Fair Committee Meeting Minutes**

January 8th, 2024 6:30 pm to 8:00 pm in-person at the Butterick Municipal Building, or via zoom

1. Call to order
2. Roll call
	1. Doug Downey, Megan Fowler-Magaw, David Agurkis, Maggie Agurkis, Phil Campbell, Merylee Callahan, Carl Gronblom, Cynthia Dodge, Scott Handler, Gloria Rugg, Mark Pruneau, Val Pruneau, Amy Legere, Terry Heinold, Heather Rockwell,
	2. Zoom: Dave Jolie, Barbara Roberti
3. Approval of the minutes for the last meeting
4. Chairperson report
	1. Wrap-up party: Thank you again to everyone who helped coordinate and attended!
	2. MAFA: (MA Agricultural Fair Association) Terry, Doug, Muriel and Barbara attended the weekend conference.
		1. Doug nominated Terry to become a board member, which was accepted. Congratulations Terry!
5. Open issues/old business
	1. Electricity: electrical needs to be updated prior to next year’s fair. Carl is collecting main breakers and recycled 20-amp breakers to use for updates.
		1. Saturday, May 18th at 9 AM: meeting to work on electricity updates
	2. Entertainment coordinator: Dave Jolie is interested in learning more – target audience, etc.
		1. Things to consider: local high school bands, battle of the bands
	3. Livestock: still searching for a new livestock coordinator/coordinating team
	4. Update to 2023 Sterling Fair expenses: we made money according to the current fiscal year
6. New business
	1. Preparing for 2024 Fair
		1. Discussing the idea of a “procurement officer” that will help to control (not deny) spending to avoid purchasing things in duplicate or that aren’t currently needed
		2. Start taking/compiling an inventory of fair-owned items (trophies, buttons, cones, barriers). Consider working out an arrangement for possible storage for free advertising – town hall, Butterick, 1835 building, storage facility
			1. **If you have fair items: please take inventory and send to Megan with the date the inventory was updated**
		3. Exhibit hall
			1. Bringing back the honey component of the exhibit hall. The judge from the Bolton fair has agreed to come judge for us
			2. King Arthur sponsored bake-off: everyone must make a specified item based on a recipe. King Arthur gives prize/scholarship money to the winner. Consider having a booth specifically for this display
			3. Consider having qualified judges – chefs, restaurant-personnel
	2. **Come to next meeting with a list of agenda items that need to be done before the fair (e.g., sponsor letter, deadlines, fair updates, meeting dates, design submissions, schedules, etc.)**
	3. Next meeting will be elections of officers
	4. Next meeting: Monday, January 29th
7. Adjournment at 7:35 PM