

**Minutes  
Regular Monthly Meeting  
International Festival Committee  
Tuesday, August 13, 2013 - 6:00 pm  
McMahon Memorial Auditorium**

**CALL TO ORDER / ROLL CALL**

**MEMBERS PRESENT:** Sprague, Auwen, \*Ayala, Buckley, Lazarte, Roldan, Sotelo, Tatum, Wyatt, American Indian club, Chamorro Society, Filipino American Club, Friends of the Library, Latin American Community Club, and Mexican Folkloric Dancers

**MEMBERS NOT PRESENT:** Whitson

**GUESTS PRESENT:** Janet McNally, LHS Key Club Advisor

**STAFF PRESENT:** Gilbert

**Vice Chair Sprague called the meeting to order at 6:10 p.m.  
and declared a quorum present.**

**ITEMS REQUIRING ACTION**

1. Consider approving minutes of July 2, 2013 meeting. – MOTION by Tatum, with second by Chamorro Society to approve the minutes of the July 2, 2013 meeting. Roll call results: Buckley, Lazarte, Roldan, Sotelo, Tatum, Wyatt, American Indian Club, Chamorro Society, Filipino American Club, Friends of the Library, Latin American Community, and Mexican Folkloric Dancers voted yes. MOTION CARRIED.
2. Consider approving July financial report. – VC Sprague directed members to the financial report included in their packets. MOTION by Roldan, with second by Tatum to approve the July financial report as presented. Roll call results: Buckley, Lazarte, Roldan, Sotelo, Tatum, Wyatt, American Indian Club, Chamorro Society, Filipino American Club, Friends of the Library, Latin American Community, and Mexican Folkloric Dancers voted yes. MOTION CARRIED.
3. Consider establishing t-shirt prices. – Tabled until have final estimate from vendor.
4. Consider approving request from LPO to change from a display to a sales vendor. – VC Sprague reported LPO would like to sell children's harmonicas and gazoos, and therefore would need to be categorized as a sales vendor. MOTION by Friends of the Library, with second by Filipino American Club to approve the request from LPO as stated. Roll call results: Buckley, Lazarte, Roldan, Sotelo, Tatum, Wyatt, American Indian Club, Chamorro Society, Filipino American Club, Friends of the Library, Latin American Community, and Mexican Folkloric Dancers voted yes. MOTION CARRIED.
5. Consider giving vendors the option to lower their prices on Sunday afternoon. – VC Sprague stated that several food vendors have inquired about lowering the cost of their menu items on Sunday afternoon to avoid throwing away unsold product. Discussion ensued regarding the appropriate time on Sunday to allow vendors to reduce their prices if they so desire. MOTION by Tatum, with second by Filipino

American Club to allow vendors to lower prices at 3:00 p.m. on Sunday if so desired. Roll call results: Buckley, Lazarte, Roldan, Sotelo, Tatum, Wyatt, Chamorro society, Filipino American Club, Friends of the Library, and Mexican Folkloric Dancers voted yes. American Indian Club and Latin American Community Club abstained. MOTION CARRIED.

### **CHAIR'S REPORT**

VC Sprague reported that due to the number of vendors, the North Stage will be moved to the amphitheatre to allow the north parking lot to be used for vendors such as the beer booth, sales vendors with trailers, Tommy Frank Road Show and other vendors as space allows. He further reported that headliner Needfire has withdrawn due to internal band issues, and that Arbuckle Xpress has been booked at a cost of \$500, which is a \$3,000.00 savings.

6. Multi-cultural Area - Anthony Coleman – (\*Ayala entered) Tatum reported that EHS will sponsor both the Multi-Cultural Area and the Information Booths.
7. Cultural Organizations - roaming entertainers – VC Sprague reported research is being finalized.

### **2013 COMMITTEES**

8. Brochure Ad Sales / Sponsorships – VC Sprague reported LFSCCI has provided a \$5,000 platinum sponsorship.
9. Marketing / Publicity – No marketing report. Roldan stated he is advertising the festival on his radio station.
10. Stages:
  - a. South Stage – Tatum reported receiving volunteer interest information from Cheatwood.
  - b. North Stage – Lazarte reported everything is on track and this stage is moving to the amphitheatre. Roldan stated emcees will make street dance announcements in their native language. Discussion ensued regarding volunteer training and protocol of providing the stage surveys to patrons. It was noted that the Stage Manager meeting went well.
    - 1.) Street Dance – No report
  - c. Interactive Area – Chavez reported this committee is ready.
11. Children's Area – Buckley handed out the Children's Area itinerary, reviewed a few of the activities and noted that the God's Eyes event has been removed. She stated that this area is to be limited to pre-school and elementary school age children, and will have a separate designated area for both age groups. She stated the MHS Highlander Drum Chorus may possible perform.
12. Information Booth – No report
13. Volunteers – No report
14. Decorations – Lazarte reported that country flags are the theme for the stage decorations and an order of 23 flags has been placed. She noted she would like to order additional feather banners to be placed at the amphitheatre, but is concerned regarding past loss of banners due to high winds / bad weather, and directed Gilbert to contact Wind Visuals for a quote.

15. Tree Decorating – No report
16. Beer Booth – VC Sprague noted the beer booth will be located in the north parking lot and that SW Sales is providing a \$2,200 Silver Sponsorship.
17. VIP Tent – VC Sprague welcomed Janet McNally, LHS Key Club Advisor and gave a brief overview of the VIP Tent. McNally stated she will consult Garrett Jackson regarding solicitation of food / drink items, and use of equipment.

**NEW BUSINESS**

VC Sprague reminded members about obtaining a food handlers card if necessary. Roldan inquired about DJ's giving prizes to the street dancers and VC Sprague confirmed they could do so as long as prizes were solicited through donations.

**ADJOURN**

Vice Chair Sprague adjourned the meeting at 7:00 p.m.

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Chair

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Date Approved