

Minutes from Promotions and Marketing Committee Meeting
Sept. 8 2009

7:00 pm, Around the Block Quilt Shop

Present: Wanda Urie, Kathy McCann, Rush Clement, Patrick Reagan, manager

Old Business

1.) 3rd Fridays

Sept.'s event is rolling but the Arts Council's big focus is on October's and November's so we are all set for this month.

2.) Portland Pay Day Prize Party

Refreshments: cake and punch.

Music: Rush

MC: Patrick

Prizes: almost all collected but still have a few to collect.

Supplies: Cathy is bringing the raffle drum, Wanda has the plates, cups and forks, Wanda is providing signs, Patrick will look for the banner we bought last year. No one knows where it is right now. Patrick, Cathy and Wanda will bring proxy forms.

New Business

1.) Radio Campaign Distribution– we decided to use 100 ads for Oktoberfest, 276 ads for HolidayFest, and 200 ads for the spring event.

2.) Brochures: Patrick will ask Michelle if she would be willing to sort through the brochures that we have collected to sort out duplicates.

3.) HolidayFest: Wanda and Merikay will send letters out to the youth groups

Patrick will check into getting a banner placed across Grand River Ave. (uptown)

Rush will check with Sherry Miller about leading caroling at the tree lighting.

The window decorating contest will have the theme: Hark the Herald Angels Sing. We are going to make some changes to the contest. We will have one big trophy for the winner and two honorable mention trophies. These trophies can be placed right into the windows of the winners.

4) Spring Event: many ideas were tossed around and we are leaning toward a "Taste of Portland" event that will highlight all the great restaurants, caterers in and around Portland. Talked about possibly having some jazz musicians, and maybe some high end crafts (artisans) there as well.

We are to do some research on different ways this could be done and report our findings at next meeting. Talking about best day to do this event and thinking maybe sometime in May.

Director's Report

1.) Upcoming Trainings: On Sept 22 from 6 – 8 pm there will be a seminar sponsored by the ER committee on writing a business plan. This will take place at city hall. All businesses are encouraged to send someone to the seminar.

Meeting ended at 9:00 pm.

Submitted by Wanda Urie