

Uwchlan Community Day 2023 Planning Committee

June 13, 2023

In attendance:

JoAnna Benton, John Ganski, Tim Grant, Gretchen Grant, Kate Carpenter, Karen Momot, Barb Phillips, Catherine Daniels
Representing the Township: Scott Greenly

Contact Info Update:

Joanne Ganski changed her email address to jganski@outlook.com.

Who	email	Phone (mobile)
Karen Momot, Chair	kaz.creations@yahoo.com	610-766-2527
Barbara Phillips, Vice Chair	happymom462000@yahoo.com	610-986-4287
Gretchen Grant	gretchen.h.grant@gmail.com	484-319-1434
JoAnna Benton	joannabenton@comcast.net	484-288-0781
Kate Carpenter	katecarpenter25@gmail.com	610-724-1166
Catherine Daniels	kutchiec@comcast.net	484-354-8074
Joanne Ganski	jganski@outlook.com	610-764-8519
John Ganski	ganskijc@msn.com	610-850-4570
Tim Grant	tim.grant.uwchlan@gmail.com	610-425-7251
Suzanne Mead	suzanne.h.mead@gmail.com	484-888-3502
Diane Welsh	dianeconcord@gmail.com	484-571-7893

Approval of May 9th Minutes

- Minutes approved.

Finances

Sponsorship Levels

- \$6062 collected so far.
- \$9000 in commitments.
- Gardner's Landscape Nursery has committed to be a \$5000 Title Sponsor
 - Need to supply them a 10x10 tent. Scott will check if Township has a tent they can use.
- Carefree Coach Rentals has committed to be a Silver Sponsor (\$2500). They will donate an RV that the committee and band can use for breaks. They also want to bring 2 more to display (3 total). There was some concern about whether we had enough room for all 3. Consensus was that we do have enough room.
- Transcontinental has committed \$750.
- Currently have 5 sponsors that require spot for a tent.
 - Gardner's should be at the front.
- We have a carryover balance of \$5140.37 from 2022.
- If all expected sponsorships come through, we will have close to \$20000. This will put us in good shape.

Raffle

- Cookies by Design will donate raffle basket.
- Karen will send a Google list of local businesses that could possibly donate raffle items. If you contact one of these vendors, please sign up on the Google list.
- Township will provide the raffle tickets.

- Karen has purchased metal bins that we can use instead of paper bags for purchased raffle tickets. There was concern about the paper bags flying away last year.
- JoAnna will get Small Games of Chance license for the 50/50 raffle.
- We need someone in charge of raffle schedule on the day.
 - Will discuss at next meeting.

T-Shirts

- Should we do kids sizes?
 - Decided Adult XS is similar Kid's Large, so we will only order adult sizes.
 - Last year shirts were a giveaway with a \$10 raffle tickets purchase.
 - Ended up with extras, so we gave them away by end of the night.
 - This year we will give them away.
 - Kate recommended ordering 10-15 more XL and 2XL.
 - Ordering the following (all adult sizes): XS-20, S – 30, M – 30, L – 65, XL – 90, XXL – 25, XXXL – 5.
- Approved purple shirt with white print.
 - Same material as last year.
 - Decided on “2023 Uwchlan Township Community Day” with fireworks design on front left chest. The back will have sponsor logos.
- Kate Carpenter offered to use Canva for the design.
- The art for Pickering was difficult to read on last year's shirt. Need to include both name and art for Title, Silver, and Patron sponsors.

Signs

- On event day, we need to have individual recognition signs for Title and Silver sponsors. (So far, Gardner's and Carefree RV).
- Banner – need a bigger one compared to last year.
 - Barbara will investigate 12'x4'.
 - Scott said we can use the Township logo (Griffin with circle).
 - Needs to have grommets to facilitate hanging.
- Yard Signs - Wording needs to be simple and clear and the font needs to be legible. Last year's sign was difficult to read.

- “Uwchlan Community Day”
- 8/12/23, 3pm, Lionville Park
- Same color (red with white lettering), Gretchen and Barbara will discuss font change.
- A quantity of 50 signs will be ordered.

Crafters

- We have 3 so far. One of the three signed up for two tables.
 - 9 responses on the Google form.
 - Karen suggested a few more crafters we can approach.

Food vendors

- Still waiting on responses. Having problems getting commitments. Vendors are concerned about making money.
- Have confirmations from:
 - Yo Yo Balloons and Novelties
 - Nothing Bundt Cakes
 - Tom & Jerry Ice Cream

Music

- Stolen Sun offered Dylan Zangwill to perform at no fee.
 - Will perform for an hour, starting at 3pm. This will be a good way to get folks in early.
 - Need to ask Stolen Sun if they would like to be a sponsor as well.
 - Stolen Sun would like to serve beer at the event. Told them that the Township is not allowing alcohol at this time.

- We also have Bill Whitney (DJ) performing between sets and after the band, until fireworks start.
- Does Dylan need equipment? Barb will reach out to him.

Activities

- Inflatables
 - Deposit paid.
- Escape rooms.
 - Same set up as last year.
 - One is a different version of last year's game.
 - Also have 2 new games.
- Sleight-of-Hand (Joe Keppel)
 - \$275 for 2 hrs. then \$50 / hr. for 2 additional hours.
 - Committee agreed to hire him for 4 hrs.
 - Scott recommended Joe send an invoice to the Township to get paid.
- Little Kids Tent
 - Reached out to library to do store time.
 - Township will provide the tent.
 - Also have a possible vendor that will lead kids with a craft. Gretchen will follow up.
 - Duck Pond game is set.
- Kate has been looking for walk around characters. Has not had much luck.
- Karen contacted Helicopter Museum
 - Cost for helicopter that kids can climb into is \$450 for 4 hrs.
- Diane will follow up with caricatures.

Community Tent

- 16 Responses so far– Gretchen provided list.

Uwchlan Township Historical Commission, 21 North Village Ave., Exton, PA 19341

State Representative Danielle Friel Otten: 631 Pottstown Pike, Exton, PA 19341

Chester County Marching Forward

Chester County Library - 450 Exton Square Parkway, Exton, PA 19341

League of Women Voters

TLC Rescue PO Box 422. Kimberton, PA 19442

UMBRELLA FUNCTIONAL CONSULTING & SUPPORT TEAM

BeSMART

Scouts BSA Troops 23G and 23B, Central Presbyterian Church, 100 W. Uwchlan Ave,
Downingtown

Downingtown Area Robotics

Office of Senator Katie Muth

Lionville Youth Association

Uwchlan Township Park & Recreation Committee

Save Lionville Station Farm

Angel's Retreat

- Angel's Retreat (animal rescue) will get back on whether they are ok having another rescue at the event.
- Layout sketch of Community tent is located on the Google Drive.
 - Tent Dimensions: 20'x40'. Room for 22 participants.
 - TLC Animal Rescue will be positioned at corner of the Community Tent to provide more room if needed.
 - Robotics club will be at the other corner.
- Chester County Food Bank would like to come.
 - They want their own tent. Need to give them same response we have given others with the same request – individual tents are for sponsors only.
 - We do have space for them to have their truck near the Community Tent for food demonstrations.

Other Business:

- Township website and Instagram need to be updated with information about Community Day. Gretchen will check to see she can update the website.
- Do we want to do a Facebook advertisement?
 - Karen can do one. We already have a Facebook Event.
- Calvary would like to be involved. Karen suggested they volunteer, or they can hang a sign on their property.
- Catherine's daughter's scout troop has committed to volunteer. Karen will send Catherine signup genius.

Call to Adjourn: 8:35 pm

Next Meeting: Tuesday, July 11th 7pm

Event Details

Date: Saturday, August 12, 2023

Time: 3-7pm, Fireworks after dark

Twilight:

- Sunset: 8:03 p.m.
(apparent descent of the sun below the horizon)
- Civil Twilight: 8:06 p.m.
(when enough natural light remains that artificial light in towns and cities is not needed.)
- Nautical Twilight: 8:35 p.m.
(both the horizon and the brighter stars are usually visible at this time)
- *Fireworks can start in this window, between Nautical Twilight and Astronomical Twilight.*
- Astronomical Twilight: 9:11 p.m.
(sky illumination is so faint that most casual observers would regard the sky as fully dark)

Next year's date: August 10, 2024

Meeting Dates

Previously, monthly meetings were held on the third Tuesday of the month. For the 2023 event, the committee will meet on the 2nd Tuesday of the month at 7 p.m.

Upcoming meeting dates:

- April 11
- May 9
- June 13
- July 11
- August 8

Corrections / additions to the minutes:

JoAnna Benton joannabenton@comcast.net | 484-288-0781 (m)