

Vendor Committee Meeting
April 15, 2017 10:30am
Fruita Library

Meeting called to order 10:48am

Present:

Lee Ann Nielsen
Melisa Boyles
Kristin Nielsen
Kathy Green – via web
Paula & Russ Rohr
Sam & Diana Wegh
Robbie Urquhart

1. 36 Vendors
 - a. 5 with double booths
 - b. Largest turn out of members requesting booths thus far at Annual Festival than in the past years
2. 6 sponsor booths
3. Exchange booth with Denver Botanic Gardens
4. Discuss relocation of food trucks to east side street
 - a. Address concern of guests walking in parking lot where clients will be driving
 - i. Potential area for accidents
 - b. Rope off area where bathrooms and wash stations will be
 - i. West 2 rows of parking to be roped off to allow for only walking to bathrooms, cars will not be able to drive by bathrooms
 - ii. Parking lot will be sectioned in half
 1. West half for bathrooms and washrooms
 2. East half for handicap parking
 - c. Volunteers needed to maintain handicap parking tags are present on all vehicles
 - d. Vendors unloading that are on east side of park – food trucks in the way
 - i. Allow vendors to unload in the parking lot, then move vehicles
 - e. Remind all vendors that once unloaded, they are REQUIRED to move their vehicles from around the park to allow for guest parking
5. Present map of park
 - a. Roped off wine court area
 - i. Wine/ alcohol booths to be inside wine court area
 - ii. No age requirement to be in wine court area
 1. Only to keep adult beverages contained in fenced area
 - iii. Tables and chairs to allow for seating
 - iv. Much more roomy and comfortable than previous year
 - v. Signs on all sides to inform to alcohol beverages outside roped off area
 - vi. Will need volunteer to help monitor area
 - vii. Concern area will be crowded behind East row of vendors
 1. Spaced to allow walking room between vendors and roped off area
 - b. Map is designed to allow for growth over the years as the festival grows
 - i. Current map shows option for up to 50 booths

- c. Allow space between booths for walking room if needed for vendors
 - d. Vendors will remain in same locations as past years
- 6. Sponsor booths
 - a. Still need to have vendor application filled out
 - i. Paper trail
 - ii. Contact information
 - 1. Who will be at the booth
- 7. Location and size of LAWC tents
- 8. Food demo next to music
 - a. Music required to break for food demo and allow their mic to be used
- 9. More tables and chairs for park guests
- 10. Touch on T-shirts
 - a. Colorado Creative Juices with Lavender at Heart has requested to put in a bid for this year's T-shirts
 - b. Seek out Impact Promotions for bid
 - c. Other suggestions are welcome, please send info to Paula Rohr, festival Director at lavenderfest2017@gmail.com

Green Circles = Trees

