

**Broken Bow Chamber of Commerce
Events Committee Meeting
Wednesday August 11, 2021**

Present: Michelle Nelson, Carol Ostendorf, Levi French, Michaela Bissonette, Joan Jackson, Gavin Higgins, Tania Kreitman, Stephanie Grafel

Called to Order by Stephanie Grafel at 12:10pm

- 1. Old Business:** Stephanie gave a brief review of Market on the Square/Summer Celebrations. Everything is still on track for these events. We have had a lot of positive feedback.
- 2. Steak Fries':**
 - a.** Vedah Fales & Michaela Bissonette are the Co-Chairs for this event. Vedah was unable to make today's meeting. Stephanie handed out an event Check List, and previous Shopping Lists for all present.
 - b.** The advertising of the event has begun with "Save the Date" posts on Facebook, and through the E-blast. An Event Invite was completed on Facebook, & Ladies and Men's' have been added to the Events Calendar on the Chamber Website. Stephanie mentioned these as upcoming events this week on both morning talk shows for KBear & KCNI/KBBN. The Custer County Chief is also working on an ad. Stephanie asked how many times the ad should run, and if it is wanted in both the paper and the extra. It was decided to run the ad for Aug. 26th and Sept 2nd for the paper only.
 - c.** Bid sheets have been e-mailed to both grocery stores, Country Catering, Bearded Hog BBQ, and Setting D Ranch. At this time, we have not received any of the Bid Sheets back, but they have until the 18th to get them in.
 - d.** Stephanie has left a message for Andy Taylor regarding the "Grill Team".
UPDATE: (Spoke with Andy over the weekend and he will make all the contact calls. He only requires Kingsford Charcoal and Lighter fluid!)
 - e.** Door Prizes were discussed. The group felt like we should do 5 door prizes per event. Four of the prizes would be a set of shot glasses with \$10 of Chamber Bucks, the Grand Prize \$100 in Chamber Bucks and a set of shot glasses.
 - f.** Stephanie handed out sample tickets to get a consensus on the font and color. The tickets are complete, and Sales can start as early as next week. She will put together a tracking sheet for sales and reservations.
 - g.** There will be items that need purchased and there will be a need for volunteers to help deliver and set up for each event.

With no other business to discuss the meeting was adjourned.
Meeting Adjourned 12:50pm

Next Meeting: September 8, 2021, at Noon in the Chamber Conference Room
Respectfully Submitted: Stephanie Grafel, Executive Director

