

48th Annual Stephen C. Smith Memorial Regatta

Monday, January 11, 2021

Virtual meeting (Zoom) 7:00pm EST

Minutes

1. **Discussion on the date- suggestions: keep dates, postpone making changes until March, have a split event, ongoing discussion**
2. **Sponsorships and donation**
 - a. **Previous** (Jonathan Waters. Mike & Nicole Koski, Centennial Bank, Prime Meridian Bank, Leah Chapin/Ketcham, Kristin Korinko, Tri-Eagle Sales)
 - b. **Possible New:** Truleve (Kristina P- COABI)? Ask Don ☺ Stacklyn ☺
 - c. **Boat donations** – Stan
 - d. Amazon (<https://smile.amazon.com>)
 - e. *Go through booklet to touch base with past vendors and get ideas*
3. **Publicity – Marianne (confirm chair)**
 - a. Radio: WFSU and 103.1
 - b. Print: Marianne is going to try and get us in the Wakulla Neighbor and Wakulla News and mentioned need to get on the calendar in the Democrat and in the Lime Light section. Sandy will revise her article from a previous last year.
 - c. TV: WTXL and WCTV ; Dave Denmark, Bob, Stan
 - d. Billboard
 - e. Signage
 - i. Need sign that says to the effect that says must have band placed on your wrist by registration personnel or something a lot shorter to that effect.
 - ii. Other signs
4. **Registration – Gena (chair)/Angel (committee) ABYC.. Sandy (committee)**
 - a. Beer bracelet recipient must be present
 - b. Need band for all registrants
 - c. Hardware needs? (i.e. Printers, Computers, etc)
 - d. Bag Stuffing Need help?
 - e. Merchandise Sales all day, closes Saturday for supper and dancing.
 - f. Bucket of Cheer/Basket of Beauty / raffle ticket sales all day. How is this being done?
5. **Auction –Rose**
 - a. Auctioneers - Dave and Jim
 - b. Product Announcer – Wright
 - c. Storage? (Linda & Rose)
 - d. Tables needed?
 - e. Donations Database- Deb- ready by the end of the week
 - i. Changes needed?
 - ii. Should stuff sold before auction be entered in database?
 - f. Hardware needed (i.e. Printers, Computers, etc.)
 - g. Payment- live (during event) separate from registration- logistics?
 - h. Silent auction- safe storage on tables behind fencing.
6. **Booklet – Deb**

- a. Wakulla News
 - b. Need to lower count (1,000)? 1000 was the minimum that they would print
7. **Web** – Deb
- a. Keep current sponsors up until booklet deadline, then put new sponsors up
8. **Site** – Wright (John G/Rick K)
- a. T-shirts
 - b. Beer Trailer- Adam Bennett
 - c. Permits
 - d. Tents, tables, and chairs
 - e. Band- Wright and Deb
9. **Race Committee** – Michael/Ted (PHRF), Stan (Hobie), Mark, and Tina (Windsurfers)
10. **Concessions** – Venture Scouts?
- a. Order same amount of food as last year
 - b. No need for charcoal
 - c. New Grill
 - d. Different sausage donator
11. **Breakfast** – Sherry (confirm) and Leah? (Donna)
- a. Now from 8:30 to 10 both Saturday and Sunday
12. **Trophies** – Michael G and Wright F (Bob G)- reach out to trophy maker as applicable
13. **Awards**- Wright
14. **Dinner** – Linda (Posey's/Yacht club/firehouse)
15. **Dates are TBA: Steps to be determined**
- a. – Mail out save the date cards- Deb
 - b. – Deadline for what goes in booklet
 - c. – On-line registration starts- Deb
 - d. – Deadline for signs
 - e. – Early On-line registration closes at midnight- Deb (Online only)
 - f. – Paper registration removed from web (why?)- online only no mail outs
 - g. – On-line Registration removed from Web at midnight
 - h. – Regatta begins
16. **Schedule of Events**
- a. Friday,
 - i. 5-8pm Registration
 - ii. 7-9pm Corn Hole Contest
 - b. Saturday,
 - i. 8:30-10am Continental Breakfast
 - ii. 8:30-10:30am Registration
 - iii. 10:30 Skippers Meetings
 - iv. 11:00am -3:00pm Concessions Open
 - v. 12:00 Noon Races
 - vi. 6-7:30 Dinner
 - vii. Setup Luminaries
 - viii. 8pm Entertainment
 - c. Sunday,
 - i. 8:30-10am Continental Breakfast
 - ii. 10:30am Windsurfer Skippers Meeting
 - iii. 10:30am Setup for Silent Auction

- iv. 11:00am – 2:00pm Concessions Open
- v. 1:30pm Award Ceremony
- vi. 1:30pm Silent auction closes
- vii. *Silent auction* winners and *raffle* winner announced after Awards
- viii. Public Auction
- ix. Boat Auction (3 or 3:30)

Action Plan:

Work on donations and sponsors

Next meeting will be as follows: Monday, February 15th 7:00pm

Venue/Virtual- TBA