



SCAPPOOSE
Oregon

100 Year Celebration Ad Hoc Committee Meeting Minutes

Scappoose City Hall, 33568 E Columbia Ave., Scappoose, OR 97056

April 21, 2021 6:30 pm

Attendees: Mike Sykes, Pete McHugh, Isaac Butman, Susie Wilson, Joel Haugen, Wanda and Cliff Bauer, Gail Sykes, Jeff Weiss, Jeannet Santiago, Josette Hugo, Tim Brooks

Absent: JJ Duerhen, Bryan Hammond, Ivy and Kevin Freimuth, Karen Holmberg, Patty Conroe, Sharon Evinger

1. CALL TO ORDER

The meeting was called to order at 6:35 PM by Chair Michael Sykes.

1.1 Agenda/Minutes

The agenda and minutes were approved by general consensus.

2. General Discussion

- 2.1. **Billboards** – Pete stated that he was in contact with Lincoln Dwyer about billboards along Highway 30, and had asked for timing for Mid-June to Mid-Aug. The billboard across from Kammeyer Road is available for that time and will cost a total of \$1800 for the two months. There was general agreement about the billboard being important and a good idea. Jeannet motioned to purchase a billboard for June 15-Aug 15 from Lincoln Dwyer, Susie, seconded the motion. The motion passed unanimously.
- 2.2. **Cornhole Tournament** – Tim stated that he is working with people that have done these tournaments before. The boards are lined up and ready, and there will be between 24-32 teams. Entry will cost \$50, with 50% going to the Scappoose Creek Trail Project, and the rest going back to a purse for the top three teams. They are looking to get something online to signup teams and have the bracketing complete before the tournament starts. Susie asked what time the tournament was going to be held. Tim stated from 10:00-3:00 on Saturday. Susie stated that the bar can only at the earliest at 11:00 and asked about leaving the Corn Hold boards up after the event. Tim stated that that was something that can happen. Jeannet and Susie talked about Paul hosting the website, and there being a location for Corn Hole information, possibly integrating an online signup list, and stated that payment of team entry fees can go through the City website.
- 2.3. **Sponsorship Changes** – Isaac stated that a potential donor noted that there was a wide field between the \$1,000 and the \$5,000 tier, and stated that they would donate at \$2,500, but not \$5,000, and were inclined to donate \$1,000 instead. As a response, a committee member suggested the creation of a \$2,500 sponsorship tier. The committee discussed the benefits of the change, and agreed to the change by consensus.
- 2.4. **Coins** – Mike stated that due to the cost of the coins, the committee will probably need a sponsor to cover the cost of the coins, mentioned that it was important that the Coin have the City Logo on the back, and stated that it will cost about \$7,500 for 2,500 coins, and that



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the committee may need to rethink a coin because of the cost. Gail stated that perhaps a wooden nickel would be more achievable and practical. Susie stated she will ask Jake about those. Jeff mentioned that wooden and plastic coins are available at a very reasonable cost of around 25 to 50 cents.

- 2.5. **Events**—Pete recommended that each of the major sponsors be recognized verbally at each of the major events. There was general consensus that this is acceptable.
- 2.6. **Logo** — Joel stated that the logo was approved by City Council and is ready for use. The Committee generally thanked Dan Rocha for his hard work on the logo.
- 2.7. **Budget** — Isaac showed the updated budget and finances spreadsheets. Jeff asked if Isaac could send out updated copies of these. Isaac stated he will send them out tomorrow.
- 2.8. **Event Coordinator** - Isaac stated that the City Manager decided to contract with Treadway Events for event coordination for the 100-Year Celebration. Currently the City and Treadway are working on the contract, and Treadway should be coming online within the next week or so.
- 2.9. **Schedule** — Isaac stated that Cindy Ede was stepping back from Native American Community Relations Liaison spot. Joel stated he would step in and help in that role.
- 2.10. **Vendor's** — Susie stated that she is still waiting on the vendor forms to get moving on this. Isaac stated that the forms are awaiting the final legal approval. Pete and Joel stated that they will help get movement on this.
- 2.11. **Veterans Park Stage** — Mike stated that a contract for the stage got sent to the City for payment.
- 2.12. **Entertainment** — Mike stated that all six bands are locked in, and that he will suggest to Norm that the event run to midnight.
- 2.13. **Media and website** — Jeannet stated that Paul was working on the website, and Isaac showed the test site to the Committee. Jeannet stated that Paul needs content to upload and integrate to complete the site and noted that anyone that has an event or is coordinating an event could contact Paul directly with content.
- 2.14. **Facebook** — Jeannet stated that Jen received the logo and is getting the Facebook up and running. This should be live within a week or two.
- 2.15. **Spotlight** — Jeannet stated that she finally got a call from Nikki. They spoke, and Nikki asked what the Committee is wanting. There is not as much leeway anymore due to ownership changes and the fact that print runs are not as common as they once were. Jeannet stated that tonight the Committee needs to talk about what the Committee is looking for. It is likely that anything printed would cost money, but that online publication might be more accessible, and may not cost or cost as much. One member stated that event



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- booklets might be achievable to publish in the paper. Jeff mentioned that booklets could be dual purpose with booklets being in papers, but also used as day-of as the program and stated that booklets are also good for advertisers because they would get more advertising. Susie stated that anything in the paper generally would reach a larger audience. Mike stated that booklet should only go in the Scappoose delivered papers, not the wider region. Jeff stated that the overrun on the booklets should be around 2000, for day-of distribution.
- 2.16. **Banners** – Jeff stated that Bemis is cheapest, and that it is \$70 for light pole stanchion banners. One member mentioned that the committee should look at getting around a dozen of these in addition to the over-the-street banners already under consideration.
- 2.17. **History Book** – Wanda stated that she and Cliff have been reaching out to people to see if they would like to have inclusions in the history book. They are addressing the transition period of the present through story and looking at the future through the lens of PCC, OMIC, and the education of Scappoose youth.
- 2.18. **Parade** – Gail stated that hopefully Treadway can help with signups and technical stuff for the parade. Jeannet stated that Paul could possibly help with this as well now that the website is almost live.
- 2.19. **Essay Contest** – Gail stated that she is ready to distribute the contest. Jeff stated that he posted a pdf of the history book on the Library website. Gail stated that the City is hosting issues of the 50th and 70th spotlight papers on their website. Jeannet asked Gail if she wants the Essay Contest to run in the Spotlight as one of the items the Committee wants to ask for? Gail stated yes, that would be fine.
- 2.20. **5k/10k** – Joel stated that Paul has been working hard on getting the 5k/10k running. The sign up site is live and that the event permits from County are going to be out for approval shortly, but that the group needs to proceed as if the permits are going to be approved and start taking registrations.

3. Announcements and Next Meetings

- Jeff, stated that the kids activities group is working to come up with a budget for the activities, and asked if the group wanted to have the scavenger hunt on “fans” with the information on one side, and sponsors on the other. General consensus that that is a good idea.
- Mike talked about needing picnic tables, and about possible using some of the money from PUD to sponsor picnic tables to be placed permanently at the two event locations. Mike stated that Isaac could work with PW to figure out what kind of tables the City would be okay with. Josette mentioned that the ones from the fairgrounds would be a good idea. Susie stated that going to need those, and more.
- Wanda stated that the History Club wants to sell homemade baked goods at the event. The committee generally agreed to the idea.



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Next Meetings

- April 28, 2021
- May 5, 2021
- May 12, 2021

4. Meeting Adjourned at 8:05 pm.

For questions about these minutes, contact Isaac Butman, 503.543.7184, ibutman@cityofscappoose.org
The 100-Year Ad Hoc Committee conducts its meetings in an ADA accessible room. If special accommodations are needed, please contact City Recorder Susan Reeves at 503.543.7146, ext. 224 TTY 503.378.5938