

CAMBRIDGE COMMERCIAL CLUB Marketing Meeting Agenda
March 13, 2023, 2:00 PM
Hells Canyon Adventures Office

Cambridge Commercial Club Mission Statement:

The Cambridge Commercial Club is a community service organization whose purpose is the enhancement of the business environment through the promotion of its members and the community.

Establish a quorum:

Introduce guests:

Approve Minutes and Agenda:

Treasurer's Report:

- General Account Balance –
- Hells Canyon Jam Account Balance -
- Emergency Fund Balance –

OLD BUSINESS

1. CCC Funding Applications
 - a. Community Grant Application - funds available to distribute back to the community
 - i. Need a write up about who can apply to put on our website - **Chris**
 - ii. Need to post that write up and link to the application on social media platforms - **Deidre**
 - b. Scholarship Application, Distribution, Advertisement - **Jen**
 - i. Will all those people that participated on the committee agree to serve this year?
 - ii. How are we going to advertise this scholarship?
 - iii. Who is going to contact students who have applied in the last two years?
 - iv. Idaho Power Grant - **Completed by Deb, mailed 3/8/23**
 - c. Emergency Fund Fundraiser Follow Up - **Bridgette**
 - i. Reimburse HCA \$300 for entertainment - **Megan**
 - ii. Pull money from cash box, Lovelands provided \$500 cash for the box
 - iii. Confirm expenses for food and reimburse
 - iv. Social Post thanking those who supported, email photos and details to pat for a story in paper. Thank the James Family for their large contribution and a write up on their story with their little boy last year.

2. HELLS CANYON DAYS June 2-3, 2023

- A. MC Productions
 - a. Pay deposit \$7,900 - **Megan**
 - b. Email all band contacts to MC Productions - **Brandie**
- B. Poster Distribution
 - a. Locations
 - b. Who
 - c.
- C. Ticketbud Site is LIVE
 - a. Current ticket sales - **279 tickets have been sold as of 3/13/23**
- D. Facebook Event created and is LIVE - share this event on all your social media platforms
- E. SWITA Membership and Coop Marketing Opportunity
 - a. Did we pay the \$75 membership?
 - b. Coop Marketing with SWITA will begin May 1, Facebook Advertising and Hulu Ads
- F. DJ
 - a. Need to pay invoice in full - **Megan**
 - b. Put his name on one of the rooms at the Frontier Motel - **Brandie**
 - c. Email him 3 concert tickets - **Chris**
- G. Sponsorships
 - a. May 1 is the deadline for sponsors follow up and money received
- H. Event Insurance - **Brandie**
- I. Porta Potties / Trash Cans - **Jennifer**
- J. Alcohol
 - a. Beer Garden location - Need to include D & B Time Machine as a sponsor
 - b. Confirm two camping spots for Heidi and her crew, invoice Heidi for one of the spots
 - c. We will start serving alcohol at Noon - 10:00 PM
- K. Open Container Ordinances and Noise Ordinances - **APPROVED**
 - a. Get letters from the City to keep in our records
- L. Visiting in person with businesses and private residents directly affected by the event, making them aware and dealing with any issues that may arise - **Brandie**
- M. How are we going to secure our location?
 - a. Schedule appointment with Porta Pros to measure and map out how much fencing we will need

N. Information Booth Logistics - **Jennifer, Chris**

O. Itinerary for 2023 Hells Canyon Days

FRIDAY, JUNE 2, 2023

Stage set up	Friday afternoon / evening
Cambridge - Midvale Seniors Taco Feed	5:00 - 7:00 PM
Rodeo	8:00 PM

SATURDAY, JUNE 3, 2023

Cambridge Baptist Church Breakfast	7:00 AM - 10:00 AM
Truck and Car Show and Shine	9:00 AM - 3:00 PM
Cornhole Tournament	11:00 AM - end of tournament
How is this event going to be advertised? Are we involved in that process?	
Sound Check with Bands, Reckless first	Noon - needs to be done by 2:00 PM
Truck and Car Show Awards	2:00 PM
Will cars be moved from 3:30 PM and trucks in place? Gates open at 4:00 PM	
Cambridge Rodeo Association BBQ	Saturday Afternoon (need to confirm times)
Concert Gates Open	4:00 PM
Concert Begins	5:00 PM
Casey Sheldon and the Homewreckers	5:00 - 6:00 PM
Intermission (Raffle / Sponsor Thank You)	6:00 - 6:30 PM - Megan, Renee
Kenny Feidler and the Cowboy Killers	6:30 - 7:00 PM
Intermission (Raffle / Sponsor Thank You)	7:00 - 7:30 PM - Megan, Renee
Reckless Kelly	8:00 - 10:00 PM

Questions -

- (1) Pre record the sponsor thank you that could be played between bands, all names stated loudly and correctly?
- (2) Ben, confirm that Ty is going to take care of the Cornhole Tournament, confirm time, location, details?

ADJOURN Meeting:

Future Discussions will include:

- 2023 Website Updates
- Become members of the Idaho Nonprofit Center - Deidre and Brandie
- ITD Idaho's Adopt a Highway Program - **Jennifer is taking on this task**
- OH Honey Grand Opening - May 3
 - What do we do for Grand Openings
 - Should we ask Living in the News to come to the event
 - Do we need big scissors with a large ribbon?