

EDGMONT TOWNSHIP COMMUNITY DAY COMMITTEE
JUNE MEETING MINUTES
June 5, 2025

*This meeting of the Edgmont Township Community Day Committee was held at the Township Office Building with the option to participate remotely via Zoom Webinar.

1. **Open Meeting:** A. Rapposelli opened the meeting at 10:03 a.m. In attendance were Annie Thorne, Board of Supervisor Member; Christian Freyli, Community Member; Susan Abtouche, White Horse Village; Jessica Mazzeo, Community Member and HOA Member of The Carriages at Runnymede Farms (by phone at the end); Nicole Bates, Community Member & Township Business Owner (by zoom); Brittany Fix- Labrensz, Community Member (by zoom); and Anne Rapposelli, Administrative Assistant were present.
2. **Public Comment:** There was no public comment.
3. **Meeting Minutes:**
 - a. A. Thorne made a motion to approve the May 15, 2025, Community Day Committee meeting minutes as presented and C. Freyli seconded the motion. There was no further discussion, and the motion passed unanimously.
4. **Budget:**
 - a. Members briefly discussed the budget and the items/costs that needed to be approved at this meeting.
5. **Sub-Committee Reports:**
 - a. **Volunteer Sub-Committee -**
 - Three volunteers have signed-up as of today.
 - A. Rapposelli stated that C. Fickles has notified her that she will need to step down from our committee. She is having a difficult time participating in our meetings because she has a very packed schedule. She works at the school full time and part time with the Middletown Neighbors magazine and was taking her lunch break to join us in person at our monthly meetings. We appreciate all of her time and effort and she will be missed. However, she did say that she can still help reach out to student volunteers and providing contact information for the organizations. A. Rapposelli can coordinate with her to get the word out to the students. A. Rapposelli asked the committee if anyone would like to fill this position for the volunteers. This would entail basically the day of the event, signing the volunteers in, giving them their shirt & a bottle of water, telling them where to go & any instructions for their activity. S. Abtouche said that she would like to take on the volunteers position.
 - A. Rapposelli asked about ordering the t-shirts, as we have 35 shirts left over from last year. Does the committee want to order 66 to bring it up to 100 or order 100. Ordering 100 is 9.95 per shirt, ordering 66 is 10.95 per shirt. Some members of the committee stated that they can re-use their shirts from last year. It was agreed that we would order the lesser amount of 66 shirts for a total of 736.60. A. Thorne made a motion or order t-shirts in the amount of \$750.00 and S. Abtouche seconded the motion. Later in the meeting J. Mazzeo zoomed in and mentioned that a vendor from last year was interested in giving us a price to do the t-shirts. J. Mazzeo will get A. Rapposelli the name and she will contact them for a quote. Since we already approved the price, it doesn't matter which company prints out the shirts as long as the amount is the same or less.
 - b. **Site Facilities Sub-Committee:**
 - A. Rapposelli has received the cost of parking staff from N. Bates. C. Freyli made a motion to approve the parking staff of 9 people for 10 hours at a rate of \$2,550.00 and A. Thorne seconded the motion.
 - A. Rapposelli and N. Bates met at the site and measured the event area. A. Rapposelli presented the committee with a new map that shows all the dimensions and measurements which gives us a better perspective of the accurate event space that we are working with.

- A. Rapposelli also updated the site map with the activities tent, etc.
- C. Freyli mentioned that we should add a tent for DCNR which should be put next to the Colonial PA Farmstead. Also, the Pa Colonial Farmstead will need a larger space of 30'. A. Rapposelli will make the changes on the site map.
- A. Thorne mentioned that we should space out tents vs. having them right next to each other. A. Rapposelli said that she was planning on doing that but wanted to show how much more space we have left over in that area.
- C. Feyli stated the site map is designed for our use, would there be a separate one for the public? A. Rapposelli said that there would be and it would be a cleaner version of it.
- It was asked if we could change the date of the site walk from August 21st to August 27th at 9:00am. The committee agreed that this time change would work for everyone.

c. Vendor Sub-Committee:

- Sixty-four (64) Vendors and Twelve (12) food trucks have officially signed up as of today.
- A. Rapposelli emailed Pam from ASERT about C. Freyli donating a table for their organization. Pam was very grateful and would check with her committee and get back to us. A. Rapposelli has not heard back from her but will email her this afternoon.

d. Marketing & Sponsorships Sub-Committee:

- A. Rapposelli has updated the township website listing all the entertainment, food trucks, vendors and community non-profits. She also changed the left column to be specifically for the sponsorships, and each category is separated out. This adds a nice touch to the website.
- A. Rapposelli has ordered the lawn signs from Country Press and will let the committee know when they are in.
- A. Thorne mentioned the postcards for the antique appraisal fair are almost done. She is waiting for pictures from Chip. A. Rapposelli mentioned that he called this morning and will have everything to us by early next week. A. Thorne mentioned that the postcards will be ordered through Vistaprint (we already approved the cost).
- The committee reviewed the postcards that will be mailed out to the residents and made the following changes: adding food trucks to the all day activities, changing the name of dog adoption event to dog adoptions, removing the tug of war and replacing it with line dancing lessons, changing quilt raffle winner announced to raffle winners announced and adding Dahlia Bar by Renegade Farms. A. Thorne will make the changes and send it to A. Rapposelli to get it priced out from Country Press.
- A. Thorne mentioned that she will need to get a banner for the guided painted workshop tent and will let the committee know the cost at the next meeting.
- A. Thorne stated that the 5 x 4 double-sided event banner has been ordered. This sign had to be ordered at the minimum size of 6 x 4, so she added the dates for 2026 & 2027, on the extra foot of banner space. This will be able to be trimmed off the banner and saved for those years. She asked N. Bates about blocking out the date for next year & N. Bates does have a wedding next September, but will have to get back to her with the date.
- We received the \$600.00 check from WHV Residents Assoc that will be sponsoring the face painting.
- A. Thorne asked A. Rapposelli if on the website she could move the note for the scammers down to the bottom of the page. A. Rapposelli will make the changes.

e. Activities Sub-Committee -

- A. Rapposelli mentioned that we need to vote on the cost of the inflatables and generators. A. Thorne made a motion to approve the inflatables and generators for a cost of \$945.00 and C. Freyli seconded the motion.
- A. Rapposelli has made the guessing game with the leggos and the committee liked how it turned out.
- A. Rapposelli mentioned for the 50/50 that she has a cash box that can be used. She also asked how we want to price it out - 1.00 per ticket or 1 for 1.00, 6 for 5.00 & 15 for 10.00?

- A. Thorne said that having graduated pricing is the way to go, which the committee agreed.
- A. Rapposelli asked about the guided painted workshop if we are doing 10 or 15 people per session (two sessions – 12:00 & 1:30). N. Bates said that we are doing 15 people per session, which would be a total of 30 people.
 - Antique Fair – A. Rapposelli mentioned that she has launched the sign-up genius but so far no one has signed up. But this should change once we get the postcards in the antique stores.
 - Wedgewood Gardens & Guided Painting Workshop – A. Rapposelli has come up with a flyer for the welcome table and tickets. Tickets were provided to the committee for review, which the committee approved. B. Fix stated that we should have a large sign directing where the sign up is located. A. Rapposelli said that she is going to make a 11” x 17” sign in for each one (laminated) and tape it to the front of the table.
 - Wedgewood Gardens – A. Rapposelli read the email that J. Mazzeo sent to her from Wedgewood Gardens. They are planning to do the same fall planter setup as last year. This includes a 9" pot & three 4" fall annuals per person. Cost is \$16 per planter, but charged \$10 each last year (thus the 150 planters for \$1500). At a cost of \$16 per planter, to increase the quantity to 200 it will cost \$3200. For 2025, they are willing to increase the quantity to the desired 200 planters for \$1500, however they would like more exposure in exchange. We are looking at this as a \$1700 "donation" to the community so they can enjoy the day. They felt like last year's selfie station on the pickup truck made a great impact and feel as if setting up an additional selfie station in a second location during the event would be beneficial to both parties. This would be packed with fall plants, pumpkins, cornstalks, etc. and would have a small "Wedgewood Gardens" sign. Or even decorative planters sprinkled about that would have their name on them. The committee agreed to let them have another selfie station and decorative planters. J. Mazzeo will talk with Abby for further information on size of planters, locations, etc. S. Abtouche asked if we are doing this for them, what if another vendor wanted to do the same. A. Thorne said that would be considered if it adds to the theme of our event.
 - J. Mazzeo stated that Renegade Farms is thinking about switching up the flower crowns with a Dahlia Bar. Dahlia stems wholesale for \$2.50/stem so we can do a Build-Your-Own with 4 Dahlias + a twig of simple filler for \$15 pp which also includes our set-up + extras like paper wraps, twine. This would equal 100 Dahlia mini bouquets. C. Freyi asked if we would have to do tickets since there is only 100. A. Rapposelli said that we would treat it just like the flower crowns, and tickets would not be needed. B. Fix-Labrensz asked if she could do half flower crowns and half dahlia bar. J. Mazzeo stated that would be too much for her since she is going to be ordering all the “extras” for the dahlia bar and we should stick to one. The committee approved the dahlia bar for this years flower craft.
 - Discussion on the amount that Tori Sheridan donated, what we could put that to. A. Rapposelli said that she could come up with a few options and get back to the committee.
 - A. Rapposelli stated that since we have not heard back from Kendron Cheer, to stop contacting them. Since we will have the high school cheerleaders, that will be enough.
 - B. Fix-Labrensz mentioned that we should have the high school mascot do a meet and greet since last year children were getting pictures with the mascot and she can add that to the activities/performance schedule.
 - B. Fix-Labrensz asked about having the national anthem at the performance pavilion since the flagpole is there and people will be there. N. Bates stated that at the “entrance” side of the event she will have the crane with the flag again and that the anthem will be sung at the DJ’s stage. With the DJ plugged into the sound system, it will be heard all over the event, whereas the pavilion would not be. A. Thorne stated that the idea was to have the anthem sung and the high school band near the entrance and as they are playing, they would march to the performance pavilion, thus drawing people to it. A. Rapposelli stated that early in the morning, there isn’t anyone at the pavilion, but the crowds and people are near the entrance of the event, as they are coming in. It was decided to keep the flag, anthem and band at the entrance of the event.
 - A. Rapposelli did two schedules for the activities and performances, one combined and another one separated (activities on one and performances on another). The committee said that it was better to have them both combined. This will be enlarged to 2’ x 3’ and be

placed next to the site map at welcome tent and at the performance pavilion. A. Thorne stated that next to any event that needs tickets, the schedule should read: timed tickets available at the welcome tent.

6. **Next Meeting:** The next Community Day Committee meeting will be held on July 10, 2025, at 10:00 a.m.
7. **Adjournment:** At 11:20 a.m.

Respectfully Submitted,

Anne Rapposelli
Administrative Assistant