

EDGMONT TOWNSHIP COMMUNITY DAY COMMITTEE
SEPTEMBER MEETING MINUTES
September 4, 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 10:05 a.m. In attendance were Annie Thorne, Board of Supervisor Member; Randy Bates Community Member & Township Business Owner; Nicole Bates, Community Member & Township Business Owner; Jessica Mazzeo, Community Member and HOA Member of The Carriages at Runnymede Farms; Christian Freyli, Community Member; Susan Abtouche, White Horse Village (by zoom); Paula Jackson, Community Member & Commercial Property Owner (by zoom); and Anne Rapposelli, Administrative Assistant were present. There was one guest present by zoom, Chris McKee.
2. **Public Comment:** There was no public comment.
3. **Meeting Minutes:**

A. Thorne made a motion to approve the August 7, 2025, and August 27, 2025, Community Day Committee meeting minutes as presented. C. Freyli seconded the motion. There was no further discussion, and the motion passed unanimously.
4. **Budget:**

Members briefly discussed the budget. The event is currently under budget, with \$ 97.31 left to spent of our original \$14,100.00 budget. In kind donations total 7,850.00 and monetary income is 14,775.00 (vendors, grants, monetary donations). A. Thorne mentioned that the last bill that will be coming in will be from Neff Construction (for the set up, delivering tables, tents, etc.) and that will come in after the event is over.
5. **Sub-Committee Reports:**
 - a) **Volunteer Sub-Committee -**
 - 41 volunteer spots have been filled (out of 46 spots).
 - A. Rapposelli will have the lists ready for S. Abtouche for the event along with instructions.
 - A. Rapposelli emailed all the volunteers and told them to ask for S. Abtouche when they get there.
 - b) **Site Facilities Sub-Committee:**
 - A. Rapposelli has made 2x3 poster size copies of the site plan with the QR codes
 - Setup is tomorrow at 9:00 am for the tents, tables, chairs, etc. Mikey will be bringing the tables, tents, etc. over and helping set up.
 - c) **Vendor Sub-Committee:**
 - A. Rapposelli emailed all the vendors as a reminder last week and this week with instructions and a site map.
 - The DCHD will be at the event at 8:00 am to inspect food vendors.
 - A. Rapposelli sent out an email out to all the vendors (craft vendors, food trucks, performers, emergency services) last week as a reminder. On Sept. 3rd another email was sent with the site plan, parking instructions, mention to bring tent & water and the parking will be first come first serve.
 - Since the reminder email was sent out to the vendors, we had 5 vendors drop out. So we

were able to offer those to other vendors – which means that we had more income coming in for their vendor fee. The committee members stated that we should close out the vendors and not accept any more coming in (even if a vendor cancels, don't fill that spot). A. Rapposelli agreed.

- Delcora is a vendor and they asked if they will be in the vendor area or with the emergency responders area. A. Thorne said that she can be with the regular vendors this year.

d) Marketing & Sponsorships Sub-Committee:

- R. Bates mentioned that we could post an article in the paper about Community Day. A. Thorne wrote something up and it will be posted tomorrow in the paper.
- A. Rapposelli has been posting the advertisement schedule weekly on our township FB page for every week of August and the first week in September. On September 2nd we posted the whole list of entertainment/activities, performances/activities and all the food trucks.
- Wedgewood Gardens has been posting about the fall planters at community day.
- All banners are in and Christian was nice enough to make frames for them.

e) Activities Sub-Committee -

- A. Rapposelli made 2 - 2x3 poster size of the performance schedule with a QR code on it. New changes on the map is a "you are here" and new icons for the water bottle filling station and the bathrooms. The map has a cleaner look that is quicker and easier to read.
- 28 spots filled of the 36 slots for the Antique Appraisal event.
- There will be a 9:30 soundcheck. I mentioned in the email that soundchecks need to be completed by 10am since we have quiet hour and to contact Brittany for them.
- Cub scout pack looking for a spot or asked if they could walk the fair in our uniforms to pass out flyers? The committee agreed that our policy is to not have vendors walking through the event soliciting. C. Freyli suggested giving the scouts the one vendor space that is available and not charging them & everyone agreed.

6. **Next Meeting:** The next Community Day Committee meeting will be held on October 2, 2025, at 10:00 a.m.

7. **Adjournment:** At 10:28 a.m. A. Thorne made a motion to adjourn the meeting. R. Bates seconded the motion. There was no further discussion, and the motion passed unanimously.

Respectfully Submitted,

Anne Rapposelli
Administrative Assistant