

Port Jervis Tourism Board
PO Box 27
Port Jervis NY 12771

PortJervisTourism.com
pjtourismboard@gmail.com



February 6 , 2013 Special Meeting - Minutes

In attendance: Angie Castellano, Kelly Decker, Regis Foster, Laura Meyer, Mike Meyer, Bill Schill, Jeff Schoch, Terri Schoch, Debbie Schofield, Danny VanKleeck

Called to order 6:35pm.

We ironed out details of the Citywide Yard Sale, slated for Saturday May 4.

- Time 9am-4pm
- Fee: \$15 sign up for residences, churches/synagogues, not-for-profit organizations; \$30 business.
 - Deadline April 19 to allow for Buyers' Map printing.
 - Early sign up deadline March 15, deduct \$5 from fee.
 - For the sign-up fee you get to take advantage of us doing the advertising, and placement on the Buyers' Guide map that will be widely available that day, and also on the web site
- Apartment-dwelling-no-yard residents may participate for the same fee, in a to-be-announced municipal location - probably the municipal lot by Graeb's Point, depending on Promenade project completion
 - Bill Schill and Danny VanKleeck will handle this area
- Download-and-print applications will be on the tourism web site; printed applications will be at the mayor's office.
- Currently we will advertise to local residents/businesses to get ready and sign up
 - Out-of-area advertising will be nearer to the event date
- We are not advertising this as an event seeking vendors or participants from other areas
 - If residents near Port Jervis such as Deerpark, Montague, Matamoras want to participate in the municipal location, we will consider that. But the focus is on local residents and businesses.
- This is a low-budget event.
 - Seeking as much free advertising as possible
 - Expenses will be kept low
 - Advertising in area newspapers classified ads (the place yard-sale frequenters look)
 - Printing of approximately 2,000 Buyers' Maps
 - Note, we purchased three street banners in Dec. using 2012 income
 - We will make sure the event does not lose money

Fall Foliage Festival – Sunday 9/22/2013

- **We ask the council to approve the use of Riverside Park, and provide notification to Chief Warden to contact MetroNorth** for railroad track considerations.

German Christmas Market

- **The board agreed to re-ask the council to approve the originally-proposed weekend of Nov 30-Dec 1.**
 - Families are home for Thanksgiving and may attend
 - It is the first week of Advent, thoughts of getting ready for Christmas
 - It is hopefully before snow comes (cannot use tents in snow)
 - In 2013, the Sparta Christmas market is scheduled for Dec /7-8; Mifflinburg PA is scheduled for 12/12-14; Hawley PA is 12/6-8 – we hope to use some of the same vendors and also attract some of the same attendees
 - We do not feel that “Black Friday” will affect Sat. & Sun. now that stores start those sales earlier
- **We also ask the council to approve the use of Riverside Park, and provide notification to Chief Warden to contact MetroNorth** for railroad track considerations.

Next meeting: third Thursday - February 21, 2013 at 6:30pm, municipal building, downstairs

Meeting adjourned at 7:45pm.

Respectfully submitted,
Deborah Schofield