



Timeline Festival Committee Minutes.

Saturday May 6th 2017

The meeting convened at 2.20 pm

Present were Keith Day, Chase Day, Mark Haviland, Mark Pountney, Rob Powell and Chris Tosh.

Apologies were received from Jarrah Stinchcombe-Wighton.

Previous Minutes

Minutes of the previous meeting were read. Chris voted they be approved, and Mark P seconded.

Action points from previous meeting:

- Re: The purchase of a first aid kit, and the acquisition of walkie talkies, we received an offer from Michelle in New South Wales to acquire hers as she no longer needed them.
- Chris said that he also has access to radios.
- **Tokens:** Keith is investigating. There was discussion of how much we want to spend.
- Remaining action points were to be carried forward.

Financial / Account Status

Chase reported that the finances currently stand at \$2138.78. (\$29.00 has been spent on a domain name since the previous meeting.)

New Member Applications

No new membership applications were received.

Correspondence

- There have been a number of applications from re-enactment groups and merchants for the festival. Mark was to let applicants know that there would be an announcement by the end of August regarding acceptance.
- The committee is to decide on merchant fees, but there are to be no cash payments on the day.
- The committee will look into acquiring a card reader device which can be used for collecting fees on the day as a last resort.

2017 Event / General Business

Sponsorship / activity prizes

- The committee discussed the broad topic of sponsorship opportunities, Chase said that sponsorship should be “standardised”.
- There was discussion of what we need sponsorship for. It was agreed that the Timeline activity prizes were popular and it was felt that competition was a spur to improved standards.
- There was discussion of how to judge the best encampment. Is interaction with the public to be a criterion? What about tidiness?
- Chris suggested that the judging criteria be posted on the Timeline website.
- Chase urged the need for an impartial judging team. Keith proposed one judge from Kryal, one from Timeline and one other (maybe merchant?) to review the encampments and vote independently.
- Chase said this might be encouraging for new groups.
- There was discussion of the nature of the prizes. Should it be a trophy, or a prize from a merchant? Chris suggested it might be both.
- Chase suggested that there be scaled sponsorship in order to give Chris leeway in his negotiations with sponsors.
- Keith noted that merchants had been reluctant to sponsor, and that we will need to look externally for sponsors, possibly among the food vendors, or from within Timeline.
- The castle map would have merchants’ locations and the names of sponsors in boxes around the edge.
- Prizes were to be awarded in the following categories:
 - Best encampment
 - Best arena display
 - Skill at arms (Timeline to sponsor if there is no other sponsorship forthcoming. Chase said she would look for a “horsey” trophy.)
 - The Joust (Chase remarked that jousters want something they can show, possibly a miniature helm)
 - The Pioneers’ Challenge (There are three teams taking part, and Mark P has an axe to offer as a trophy)
 - Archery
 - Nattlicker
 - Others to be decided

Other points

- Chase proposed printed flyers for the encampments, and Chris suggested an A4 leaflet with the timetable on it. Rob will follow this up. Chris said he would put a proposal together, and Mark P said we could vote on it on Facebook.
- There was also discussion of a fashion parade.

- Keith commented that parking could be a problem and would need to be managed by Kryal. Parking on the access road was considered a possibility.
- Keith discussed with Rob doing searches for “What’s on”, through the Ballarat directory and Victoria Tourism and to list the Timeline event on these pages.
- Timeline may be eligible for grants for the 2018 event. Mark H will email Moorabool Shire to enquire.
- There was discussion of whether we wanted to increase the size of the committee as Keith had a potential candidate. He is new to re-enacting, but was good at marshalling the horse arena last year. He is not part of any group.
- Mark P. suggested we keep the committee at its present size and see how we go.
- Keith raised the matter of the raffle/auction. The general feeling on the committee was that it wasn’t needed.
- Chris brought up the subject of metal files for safety officers on the arena, and Chase proposed we buy some.

Meeting Closed

The meeting closed at 4.20 p.m.

Next Meeting

The next meeting will be held at Mark H’s house on June 10th at 2.00 pm (Chase has already posted an apology for absence).

Action Points

Task	Who
Investigate first aid kit and UHF radios	Keith / Chase
List event on on-line tourism / event directories	Rob
Organise credit card reader	Keith
Create draft brochures / posters for consideration.	Rob
Create draft video	Keith
Investigate options for event token	All
Talk to Kryal re: putting on an evening meal for Saturday / cost	Keith
Talk to Kryal re: Happy hour on Saturday after castle closes	Keith
Talk to Kryal re: Bins at top of encampment	Keith
Talk to Kryal re: plans for reenactor gate management	Keith
Purchase some metal files	TBC