

## **PorchFest Committee Meeting Minutes | March 27, 2025**

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**Meeting Name:** PorchFest Committee Meeting

**Date:** February 27, 2025

**Time:** 6:30 pm - 8pm

**Location:** Franklin Public Library – Friends of the Library Community Room

**Minutes Prepared by:** John LoPresti

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### **1. Call to Order**

- **Time:** 6:31 pm
  - **Committee Lead:** John LoPresti
  - **Attendance:**
  - o **Present members:**
    - John LoPresti
    - Roberta Trahan
    - Ryan Jette
    - Susan Rohrbach
  - Absent members:
    - Karilyn Hammer
  - o **Guests/Other Attendees:**
    - n/a
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### **Approval of Previous Meeting Minutes**

- Approved 2/27 meeting minutes
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### **PorchFest update from the Committee Lead**

John reported that planning and preparing for Franklin PorchFest 2025 is kicking off with the event date set as Saturday, June 7, 2025 from 12 noon through 6PM with a rain date if needed on Sunday, June 8, 2025.

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- a. Review progress on PorchFest website development
- b. Discuss food vendors/partners
- c. Status of Band Registrations
- d. Status of Porch Registrations
- e. Review/discuss event marketing
- f. Other:
  - i Event Insurance
  - ii Preparing for Town review meeting

### **PorchFest Website Update:**

John reported that the dedicated PorchFest website is active and accepting registrations for Porch Hosts and Bands/Performers.

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### **Food Vendor update:**

Ryan reported that he has confirmed four food trucks for the event, they are: Hog Wash BBQ, Tacofied, Joey D's Wings N' Things and Cousins Maine Lobsters. Additionally, the committee will investigate if its possible to get some temporary picnic tables on the common near the food trucks. We also discussed hiring a trash collection service in the area around the food trucks.

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### **Band/Porch Update:**

John reported that the dedicated PorchFest website is active and as of 3/26/2025, we have 14 porch host and 33 bands/performers registered for the event.

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### **Event Marketing Update:**

The committee is planning the following promotional activities:

- Group email to last year's porches to encourage signing up again
- Posting notices on PorchFest FB to encourage bands to register
- Articles in local print and online publications on event and encouraging registrations.
- Tap into the FCD social media platforms

### **Other Updates:**

Ryan reported that the PorchFest lawn signs have been located at Davis Thayer School. Additionally, the bandstand on the common is scheduled to be installed around June 1, 2025.

### **Roundtable**

- The team discussed creating an information table where maps and schedules could be distributed.

Next Meeting

Date: April 30, 2025

Time: 6:30 PM

Location: Franklin Recreation Center

Adjournment

Time: 7:40 p.m.

Minutes submitted by John LoPresti

Date of submission: March 12, 2025