

***Committee Minutes***

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**Members Present:**

Mr. Dave Beatty, Chair  
Mr. Dan Elwood  
Ms. Deb Hamilton  
Ms. Kendra Lorimer  
Mr. Steve Weir

**Regrets:** Mr. Conal Cosgrove

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**Chair's Remarks**

1. Dave welcomed Brenda Clarke & Chris Wood to the meeting.

**Disclosure of Interest**

1. Nil.

**Approval of the Agenda**

Moved by: Dave Beatty Seconded by: Deb Hamilton

THAT the Agenda of the April 23, 2015 meeting of the Island Breakfast Committee be approved.

CARRIED

**Approval of the Minutes**

Moved by: Dave Beatty Seconded by: Dan Elwood

THAT the minutes of the Island Breakfast Committee meeting dated December 4, 2014 be adopted as circulated.

CARRIED

**Sub-Committee and Member Reports/Project Updates**

1. Logistics

Dave Beatty, Peter Amo, Daniel Elwood, Conal Cosgrove, Byron Boone, Mark Kisielius

- Insurance, transportation, set up/tear down, safety, security

Barge: We will not be able to use the city barge as they are booked for another festival. We are looking at having tickets taken at St. Lawrence Park before getting through the gate. We would still have the ability to take payment on the island for those that arrive in their own boats.

**Action:** Dan to arrange to have 2 sets of stations with rope.

**Action:** Dave to contact Mark Heffernan

**Action:** Dave to follow up with boat captains for their liability insurance.

**Action:** Deb to follow up with Lesley White for liability insurance.

**Action:** Dave to invite Gerben to the next meeting.

**Action:** Kendra to book tents and radios.

2. Finances

Steve Weir, Deb Hamilton, Brenda Clarke, Kendra Lorimer

- Sponsorship, finances, ticket sales, ticket printing

New sponsors have been added to the website and social media.

Sponsor follow up: Chris, Brenda, Deb, Steve

3. Breakfast Supplies

Byron Boone, Mark Kisielius, Jan Hall

- Coordinate purchase of food

Looking for a sponsor to provide coffee at St. Lawrence Park

4. Volunteer Coordination

Jan Hall

- Cooks, deckhands, ticket takers, set up, tear down, drivers, captains

Volunteer shirts are in. New volunteer positions: Ticket taker at St. Lawrence Island, dock attendant

5. Legacy Project

Dave Beatty, Peter Amo, Dan Elwood

**Action:** Chris to spearhead having a rendering created.

6. Marketing & Communications

Deb Hamilton, Kendra Lorimer

- Social media, print, press releases, graphic design, souvenirs

Website: [www.refugeeislandbreakfast.com](http://www.refugeeislandbreakfast.com);

Media sponsors: The Recorder & Times, KnowBrockville, EON, Snapd, and Sir Isaac Brock B&B

7. Programming  
Kendra Lorimer

- Children's, music, yoga

Kendra has confirmed yoga, music & storytelling.

**Action:** Kendra to follow up re: face painting

**Action:** Brenda to follow up re: musical entertainment

**Action:** Deb to follow up with Captain Andy re: combined boat & breakfast cruise.

8. New Business

**Adjournment**

Moved by: Dave Beatty

Seconded by: Steve Weir

THAT the Island Breakfast Committee meeting be adjourned until its next regular meeting scheduled for May 21, 2015.

CARRIED