

PorchFest Committee Meeting Minutes | February 27, 2025

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

1. Call to Order

- **Time:** 6:33 pm
 - **Committee Lead:** John LoPresti
 - **Attendance:**
 - **Present members:**
 - John LoPresti
 - Roberta Trahan
 - Beth Wierling
 - Karilyn Hammer
 - Susan Rohrbach
 - **Absent members:**
 - Ryan Jette
 - **Guests/Other Attendees:**
 - n/a
-

Approval of Previous Meeting Minutes

- n/a
-

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.

- 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 has been updated for 2025 and is now active and live at www.Franklin.PorchFest.Info. Porch hosts and bands can now register if they are interested in hosting a porch or performing at PorchFest.

Food Vendor update:

John and Roberta updated the committee that they had meet with owners/managers of Teddy Gallaghers, The Rome, Ferras Market, Birchwood Café, Miranda Indian Restaurant and Bombay Chinese and informed them about the opportunity to participate in PorchFest by creating a lunch/dinner specials for that day. All merchants were excited by the opportunity and have indicated expect to participate.

Band/Porch Update:

John reported that with the website just going live and not yet been promoted, the site had only seen two band register but expect a much larger number once the site is promoted.

Ryan is planning to send a group email to all bands that registered and performed last year to let them know if they are once again interested, please register. John indicated that he will also send out a group email to all prior porch hosts.

Event Marketing Update:

Karilyn will go ahead and start her promotions across the local publications and Ryan had indicated he will begin promotions via our social media platforms.

Other Updates:

Beth has volunteered to create information packets that includes maps with time and location of performances, location of bathrooms, and food options.

Roundtable

- Beth and John mentioned the need to create an information booth where attendees could ask questions and get information. It was decided that we'll probably go with two locations - somewhere on the common and another location downtown on main street.

Next Meeting

Date: March 20,2025

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