



MINUTES of UFO FESTIVAL SUBCOMMITTEE MEETING held on 14 January 2017

Meeting opened: By Thea Ormonde at 10.15am in Cardwell Library's meeting room

Present: Thea Ormonde (Committee member, Cardwell Chamber of Commerce)
Kathy Sheahan (Vice President, Cardwell Chamber of Commerce)
Jenny Green (Secretary, Cardwell Chamber of Commerce)
Gareth Davey (Committee member, Cardwell Chamber of Commerce)
Glenda Rosendahl (Cardwell Lions Club)
Sandra Flegler (Cardwell Lions Club)
Molly Dunn
Campbell Higgins*
Pam Stone*
Demelza Stone*

**arrived 10.40am due to road delays*

Apologies: Cr Glenn Raleigh (CCRC).

PREVIOUS MINUTES

No minutes needed to be confirmed as this is the first official subcommittee meeting for the 2017 UFO Festival.

CORRESPONDENCE OUTWARD

Nil recorded.

CORRESPONDENCE INWARD

Nil recorded.

DISCUSSION

1. Thea Ormonde

- This is the fourth year of the Festival.
- Explained the rationale behind the changed date, changed venue, costs involved, and the entertainment to be provided.
- This year will rely less on funding, and move more to self-sufficiency. Eventually there will be no funding. Sponsorship tends to come more from outside Cardwell.
- Moneys received are accepted under the auspices of the Cardwell Chamber of Commerce Inc and held in a special UFO Festival account. A bookkeeper has been appointed to manage the financials. The costs of running last year's Festival will be made available to meeting attendees.
- The venue has been changed away from the foreshore due to the cost of setting up marquees etc.
- The band will be equipped for an indoor venue this year.
- This year will feature showrides which can be provided without charge to the Festival organisers if held on 3 June. Skydivers are also planning to attend.



DISCUSSION cont'd

- A kids party will be held separately from the adults 'Alien Invasion' party due to alcohol licensing requirements. It is intended to charge a modest entry fee for the party.
- A draft Program of Events was distributed to attendees – see attached – and discussed. Note: Triathlon (as per 2016 Festival) to be added to the early morning programme. The finish line will be at the new venue.
- C-Files have become so popular that a larger venue is required. Intend to charge a modest entry fee as of this year. Time limit on speakers may be necessary.
- Helpers are required for hall preparation, markets including food stalls (safety etc), bar, childrens' activities (P&C perhaps), promotion and marketing.
- Food vendors need to commit by prior registration payment.
- Asked Lions Club attendees to consider their involvement regarding food and meal preparation which may include breakfast for the Triathlon. Locally prepared Martian-coloured sausages have been used at previous Festivals.

2. Jenny Green

- Recommended a large UFO-themed statue/sign on the foreshore to direct people to the new venue.
- Signage and advertising were discussed by the attendees, as well as paper mache models.

3. Sandra Flegler

- Recommended Easter would be a good time to start regular advertising.

4. Pam Stone

- Discussed connections with other possible participants such as Men In Black and the Knight Rider Kitt car. Old cars from wreckers also mentioned.
- Costumes were discussed.

5. Demelza Stone

- Drones would add value to the Festival.
- A UFO website amendment was requested to correct a published Festival date.

6. Gareth Davey

- A local Historical Society could be approached to make a respectful and private interview-style recording of witnesses to the Tully Nest incident.
- Some ideas from last year: crop circles near Tully (with overflying competition); high-powered searchlight to probe the night sky; lights in the night sky from pre-arranged aircraft; cocoons in the town pool; a boatload of upward-looking elderly residents moored offshore; inviting the flyable UFO aircraft owned by David Rowe in New South Wales; accommodation packages for fly-in visitors; marketing in motorhome magazines.
- Any machines flying over or near the Festival must avoid physically contacting each other.

7. Campbell Higgins

- Recommended we compare our plans for Cardwell with the UFO town in the Northern Territory (Wycliffe Well) that has an alien theme all year round.
- A large iconic symbol at Cardwell's road entry points would let people know all year that this is Australia's main UFO town.



ACTION ITEMS

- (a) **Thea Ormonde** will take care of venue licensing (including security requirements) and Council permits.
- (b) **Gareth Davey** and **Kath Sheahan** to meet and do sponsorship requests.
- (c) **Nic Zymaras** in Cairns is preparing promotional material at no cost.
- (d) **Nic Zymaras' wife** will begin regular Facebook posts.
- (e) **Jenny Green** to include Festival on agenda for next Chamber of Commerce general meeting on 7 February.
- (f) **Meeting attendees** can contact Thea direct by emailing thea@cardwellufofestival.com.au.

Meeting closed: 11.48am
Next Meeting: Saturday, 11 February 2017, 10.00am
Venue: Cardwell Library Meeting Room



ATTACHMENT 1

Program of events for 2017 Cardwell UFO Festival

Time	Activity	Venue
8:00am to 6:00pm	Markets eg: <ul style="list-style-type: none"> - General stalls - Food stalls There will be various entertainment featured throughout the market day.	Grounds of Cardwell Community Hall
9:00am to 6:00pm	Show rides eg: <ul style="list-style-type: none"> - Dodgem cars - Side show alley 	Cardwell Sports Field
9:00am to 3:00pm	Sky divers drop <ul style="list-style-type: none"> - Alien invasion (promo) - 4 x paid sky dives - 1 x Lolly drop 	Cardwell Sports Field
10:00am to 11:00pm	Drone obstacle course	Cardwell Sports Field
9:00am to 3:00pm	Family friendly activities eg: <ul style="list-style-type: none"> - Children activity tent - Papier Mache parade - Space race 	Grounds of Cardwell Community Hall
3:00pm to 4:30pm	Children's Alien Invasion Costume party	Grounds of Cardwell Community Hall
9:00am to 3:00pm	C-Files	Within Cardwell Community Hall
6:00pm to 11:30pm	Adults Alien Invasion Costume party	Within Cardwell Community Hall



ATTACHMENT 2

2017 Cardwell UFO Festival

Meeting Schedule

Saturday 14th January

10am Cardwell Library meeting room

- Present Festival timetable
- Present pre-Festival permit and licencing requirements
- Present pre-Festival time line for work required
- Present promotion and marketing of Festival
- Allocate tasks and responsibilities
- Recruit volunteers

Saturday 11th February - 10am Cardwell Library meeting room

- Town decorations and paper mache installations

Saturday 11th March - 10am Cardwell Library meeting room

Saturday 8th April - 10am Cardwell Library meeting room

Saturday 13th May – 10am Cardwell Library meeting room

Saturday 20th May – 10am Cardwell Library meeting room

- First Pre-event briefing

Saturday 27th May – 10am Cardwell Library meeting room

- Second Pre-event briefing