

# Ashburnham 250<sup>th</sup> Celebration Committee ~ Monthly Meeting

Thursday, July 28, 2011 at 6:30 pm  
Stevens Memorial Library

## Agenda:

- I. Call to Order
  - a. Steve called the meeting to order at 6:30p
- II. Roll Call
  - a. Sign in sheet distributed
  - b. Those in attendance are: Rachel Fowler, Donna Boucher, Barbara DiVito, Patty Johnson, and Steve Coswell
- III. Discussion of monthly meeting minutes
  - a. Meeting minutes will be distributed by the Monday following each monthly meeting.
  - b. Minutes will be submitted to the Town web master following the approval.
  - c. Tentative minutes will be posted on the Facebook page.
- IV. Chairperson's Report ~ Steve Coswell
  - a. Downtown Day
    - i. Went well
    - ii. Made \$446 with the sale of hats, tutus, raffle items, and decals
  - b. Steve will handle getting a banner.
  - c. 2 members of the committee will attend the August 8 Selectman Meeting to present each member with a hat and an invitation to the Blueberry Breakfast.
- V. Treasurer's Report
  - a. There are two accounts set up
    - i. One is for the town monies and it currently has \$4,220
      1. beginning balance was \$5,000
      2. purchase of hats for \$780
    - ii. The other is for donations and current balance is \$446
      1. beginning balance was \$0
      2. donations / sale of items from Downtown Day is \$446
- VI. Ongoing Items
  - a. Blueberry Breakfast
    - i. Need two people to sell tickets at post office on August 13 from 8am – 12pm
    - ii. August 14 8 – 11 am
    - iii. \$6 / person 4 and under free
    - iv. There will be raffles and entertainment
  - b. Spaghetti Supper – tentatively set for October 13

- i. Rachel will contact Legion to reserve backroom
    - ii. Will need 5 people to run the preparations and events
    - iii. Items needed to go containers, napkins, plates, forks/knives, bags, tickets, spaghetti, sauce, cheese, sausage, meatballs, bread, butter, salad fixings.
    - iv. Need volunteer to contact BJ's, Stop and Shop, and Shaws for donations
  - c. Need publicity person
    - i. Please ask someone you know that may be interested
  - d. Ashburnham Welcome Bags
    - i. Anne Olivari said that we as a group could add an item to the bag.
      - 1. discussion around a magnet vs a flyer
        - a. each member to come back next month with an idea
  - e. Social Medias
    - i. We need to create a Linked In and Twitter Account
    - ii. We are on facebook
      - 1. search for Ashburnham 250<sup>th</sup>
  - f. Light Bill
    - i. Patty to send Rachel the word document of flyer used at Downtown Day
    - ii. Patty to contact the Gardner Staples about paying by the town
    - iii. Rachel will update flyer and get to Steve / Patty for approvals
    - iv. Need 3,000 copies by August 15 to Light Plant
  - g. Steve will get specifics on the fuel tickets / raffle for August meeting
  - h. Decals were donated by Julie Olivari
  - i. Need thank you notes for all donations / contributions – Barbara DiVito to send notes
- VII. Calendar / Next Meeting
  - a. Next Meeting, August 18, 6:30 pm at the Stevens Library
  - b. Calendar for meetings balance of the year
    - i. Sept 15, Oct 20, Nov 17, and Dec 15
- VIII. Adjournment
  - a. Patty Johnson motion to adjourn, Rachel Fowler second, all accepted.
  - b. Meeting adjourned at 7:30 pm