

TOWN OF MILLBURY MINUTES

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Bicentennial Committee

Date: Wednesday, November 2, 2011

Time: 7:00 p.m.

Location: Asa Waters Mansion, 123 Elm Street, Millbury

Attendees

Committee Members Present

Cynthia Burr

Ronald Marlborough

Christopher Sinacola

Carole Chiras

E. Joseph McKeon

Paul Raffa

David Cofske

Robert Morton

Jamie Rembiszewski

Roger Derosiers

Mary Lou Mulhane

Lynn Winston

Paul DiCicco

Peg Spang

Jeffrey Dore

Denise Marlborough

Guests Presents

None

Minutes

Meeting called to order at 7:05 p.m.

Approval of minutes from September 28 meeting.

Cyndi Burr moved to amend “ball” to “balloon” in one of the committee reports, since it’s the balloon event committee’s balloon. Minutes were unanimously approve with that change.

Treasurer’s Report

Rob said the MBC had targeted gross revenue for the end of 2011 of \$145,000 and that the MBC has net cash balance of \$155,000 at this point, about \$10,000 ahead of budget. Roger noted that monies are still coming in from the latest appeal to the community. Rob reviewed the two vouchers approved at the executive committee meeting.

Committee reports

Finance/Fundraising Committee Report

Rob reviewed the semi-formal ball budget, including Mechanics Hall rental, valet parking, advertising, catering through Pepper’s Fine Foods of Northboro, etc., for a total budget of \$40,250. Rob noted that the MBC will seek to pay a smaller deposit given that the event is not until April 6, 2013, and said it is not likely town of Millbury would be willing to make such a sizeable deposit so far in advance. Total expenditures of \$66,500, to be defrayed by ticket sales

at \$75 per person, estimated income of \$26,250, hence the \$40,250 MBC contribution to the event. The costs may vary, but accounting spreadsheet scenarios were run with ticket sales at 300, 350, etc., so that if the ticket sales are lower, the costs are likely to be lower, and the overall budget figure will be very close to expectations. Roger noted that all venues and ticket price levels were explored. Motion to accept the budget was made by Denise Marlborough, seconded by Joseph McKeon. No further discussion. Unanimously approved, 16 members of the committee being present.

Classical concert event budget was presented, with a net funding need of \$41,279, major elements of that being \$16,000 for the orchestra, \$6,000 for stage and sound, \$9,000 for fireworks, \$3,000 for police protection. Motion by Jeff Dore, seconded by Mary Lou Mulhane to accept the budget, approved unanimously with no discussion.

Roger publicly acknowledged work Bill Kane did in putting together the budgets for the various events.

Rob also reported that::

- Revolutionary War re-enactment budget is preliminary at \$22,900, and more information will be forthcoming.
- Contracts for events will be distributed to the executive committee ahead of time for approval.
- Capital campaign third installment letter will be sent out in January 2012, with donations to be received by March.
- Executive committee voted that any fundraising campaign donors giving \$2,500 or \$5,000, the benchmark levels established in the capital campaign, will be recognized in similar manner.

The second and fourth items above were bundled into a single motion, motion by Lynn Winston, second by Peg Spang. No further discussion, approved unanimously.

Rob said that the order of an additional 50 silver coins was received, and further orders will be dependent upon sales from this point forward. Selling them all should produce a profit of between \$6,000 and \$7,000; additional wooden building models of historical buildings will be made available for reasonable cost at Ray's True Value; the wine-tasting event of October 29 went ahead, with wine and food vendors, and an attendance of about 100, with a net of approximately \$5,200 after expenses; three volunteers are working on two designs for bicentennial commemorative plate, one incorporating the MBC logo, the other a more specific design, the designs to be run past the media committee and then approved by the full MBC committee.

A short discussion of how to ensure that any commercial/promotional efforts that use the MBC logo are under the control of the committee. It was agreed that it was too expensive to copyright the MBC logo, but if anyone inquires, they would be told that use of the logo should be approved by the MBC; however, if someone produces an item with the logo and does not obtain permission, there is little the committee could do, and is unlikely to pursue enforcement of its exclusive control over the use of the logo.

Motion by David Cofske, second by Denise Marlborough, to accept the balloon festival budget. Unanimously approved.

Media Committee Report

Paul said that there are around 600 folks who had become friends of the MBC's Facebook page; he asked committee heads to send design work to the media committee; reported that Revolutionary War re-enactment location in West Millbury has been secured (Pearson Farm); and that he is still seeking website design volunteers; next media committee meeting will be at 6:30 p.m. November 21, 2011, at Barnes & Noble at the Millbury mall.

Events Committee Report

Ron Marlborough said next meeting will be on Nov. 10. There is no new information at this time on the parade, but potential participants will begin to line up in January 2012; contract for the classical concert is almost ready to be signed.

Paul met Oct. 26 with Bob Pearson, and is happy to report that the Pearson family is happy to allow full use of his land for the event. There are great views, and the re-enactors are very excited by the location; details of access, parking and infrastructure are being worked out. With the site secured, the promotional work can now proceed, and re-enactors can be secured. Between 600 and 700 are anticipated for this event.

History Committee Report

Carole Chiras said the committee is conducting a tour of Millbury from 9 to 12 noon this Saturday, Nov. 5, using a Senior Center van. The intent of the tour is to alert people to Millbury's historical sites, predominantly Old Common and West Millbury. The committee is also developing a walking tour of Millbury, with a brochure. She wants to know whether they should solicit a nominal donation from participants. The history committee is considering conducting these tours monthly during the celebratory year. The idea of a fee is to ensure participation, not to make money.

Cynthia Burr suggested a \$5 donation might be appropriate. There was a brief discussion among the full MBC and consensus emerged that a \$5 fee is about right.

Chris Sinacola reported that he met with Frank Gagliardi on October 29 and scanned 133 historical photos, whose quality and range was very good, and a second scan session is planned; Chris has begun to network with various other sources for photos; Carole Chiras delivered the flashdrives and CDs of images collected at the various history days during the last year, and Chris will be able to contact the sources in order to obtain scans of some of those photos that will meet Arcadia's technical specifications. Chris has done some research in the archives of the Telegram & Gazette to gather the outline information needed for the book; Chris has also mailed a CD with sample images to Arcadia; Frank Gagliardi informed Chris that he has sent back the necessary paperwork to direct any royalties from the book to the Millbury Historical Society.

[Lynn, Paul, Joe departed at 8:18; quorum still present.]

Old Business

Roger said MBC has done a good job thus far connecting with other civic organizations, but suggested that still more opportunities exist in the community, whether at the block party, with the Boy Scouts, etc., and suggested that MBC members should consider approaching organizations they may be involved with for potential partnerships.

Bill and Roger plan in the next few weeks to meet with religious leaders in the community to do some initial planning for an ecumenical service.

Rob reported he had a conversation with Sen. Michael Moore about a possible flyover during the bicentennial, at either or both the classical concert and parade. Roger said he would contact Sen. Moore's office to find out what the formal process is.

New Business

Chain of Lights will be 11 a.m. to 4 p.m. on Sunday, December 4, at the Senior Center. Several members volunteered, an email will be sent out, and additional volunteers accepted if they are willing.

Other

Peg Spang suggested that if and when meetings are held for ecumenical service, Boy Scouts, etc., it would be a good opportunity to solicit further volunteers for other MBC events.

Next Meeting

Wednesday, December 7, 2011, 7 p.m. at Asa Waters Mansion.

Adjournment

Motion to adjourn by Cynthia Burr, seconded by Peg Spang, unanimously approved.

Submitted by:
Chris Sinacola
November 6, 2011