250th TOWN ANNIVERSARY COMMITTEE

MEETING MINUTES
Tuesday, June 10, 2014 – 5:30pm
Conference Room B

PRESENT:	Joann Sharp, Chair
	Virginia Simms George, Vice Chair (arr. 6:00)
	Norm Corbin, Clerk
	Jack Sharp, Treasurer
	Amelia Graham
	Robert Marchetta
	Cathy McAuliffe
	Thomas Lowe
ALSO PRESENT:	William Pantazis, Selectman
	Andy Dowd, Town Clerk
ABSENT:	David Carlson
	Diane Wackell, Executive Assistant
	Dawn Rand, Selectman Chair

The meeting was called to order at 5:30 pm.

Acceptance of Meeting Minutes
Ms. Graham made a motion to accept the May 13th Meeting Minutes as submitted; Mr. Sharp seconded the motions; all members voted in favor.

Meeting Dates
It was agreed that there will be NO MEETINGS in July and August and the November meeting has been changed to November 18th to avoid Veteran's Day.

Chairman Report
See Attachment

Distribution List for Introductory Letter - The master spreadsheet is still in process. It will contain Local Businesses, Civic Groups, News Affiliates and Town Departments. The plan is to start sending out the introductory letter in September. Copies of the signed letter will be sent via e-mail to each committee member and they are encouraged to make some copies and have them available to hand out. Joann Sharp and Tom Lowe have already started handing them out.

Future Report Formats - The Chairman is recommending that each sub-committee prepare written reports summarizing their activities between meetings using a similar format to her report.

Treasurer's Report
See Attachment **-** This format will be used to report expenses for the 250th Celebration

Friends of the 250th – Mr. Sharp will follow-up to determine how a "Friends" organization can be set up to support the 250th.

Sub-Committee Reports
250th Gala Ball (January 23, 2016) – The current plan is to have it at the Best Western in Marlborough. Mr. Pantazis mentioned to the Best Western owners that if White Cliffs becomes available, the town would prefer to switch. The owners said this is acceptable.

Ms. McAuliffe contacted the Communities Affairs Comm. (Lisa Hodge) in regards to the Winter Ball and possible collaboration on the Summer "Concerts in the Park". Ms. Simms George will communicate with the Communities Affairs Comm. regarding next steps.

History Month (March 2016) – There is interest in making sure that war veterans are honored for their role in the history of Northborough. There was some discussion about a possible video.

Could we identify some Northborough residents that are decedents from the initial families who settled Northborough?

This sub-committee is preparing two lists of historical information. One is to have a list available as possible topics to address throughout the celebration year and the other is a list of all the changes in town over the past 60 years.

Seniors Event (June 2016) – No Report

Youth Event (July 2016) - Ms. McAuliffe will contact the schools in town about possible historical art, music or drama projects. A possible scavenger hunt for Middle School age children was mentioned.

Birthday Party (August 2016) - No Report

Parade & Fireworks (September 2016) - No Report

Other Business
The Committee would like to have a logo designed for the 250th celebration.

Next Meeting
Set for Tuesday September 16th.
Each sub-committee is expected to supply a first draft of a budget for their activities and potential sources for funding. (see Treasures Report)
Planning for a 250th Celebration Logo design

Adjournment
Ms. Graham made a motion to adjourn; Mr. Sharp seconded the motions; all members voted in favor.
Adjourned at 6:30

Respectfully submitted,

Normand Corbin
Clerk, 250th Anniversary Committee

Documents used during meeting:
1. June 10, 2014 Meeting Agenda
2. May 13, 2104 Meeting Minutes.
3. Committee Chair Report, June 10, 2014 (attached)
4. Committee Treasurer Report, June 10, 2014 (attached)