



250th TOWN ANNIVERSARY COMMITTEE

MEETING MINUTES

Tuesday, September 30, 2014

MEMBERS

PRESENT: Joann Sharp (Chair), Virginia Simms George (Vice Chair), David Carlson, Amy Graham, Cathy McAuliffe, Tom Lowe

ABSENT: Jack Sharp (Treasurer), Bob Marchetta

LATE: Norm Corbin (Clerk) arrived at 6:05pm

OTHERS

PRESENT: Andy Dowd, Town Clerk, Diane Wackell (Executive Assistant)

ABSENT: Dawn Rand (Selectman Chair), William Pantazis, (Selectman)

Meeting Called to order at: 5:35 pm.

Acceptance of Meeting Minutes: Passed over for next meeting

REPORTS

Chairman: See attached report

Minutes:

- The Committee talked about not partnering up with Applefest for the last 250th celebration event. This led to a discussion about inviting representatives from local community groups to attend a future meeting. The Committee's intent is to ask that they incorporate a 250th celebration theme on their own for any events that they hold during the 2016 calendar year. The Committee will make a presentation on the six of its planned events at that time.
- Discussed a car raffle as the main fundraiser. Mr. Dowd noted that the Committee would have to apply for a raffle permit through the Town Clerk's Office. The Committee agreed that this is a great idea.
- Lorna Helms has expressed interest in working with the Committee in possible fundraising events and/or doing something with the schools. Ms. Simms George suggested that Ms. Helms work with the Jack Sharp as he is the Committee Treasurer.

Additional Minutes:

- Discussed still having one large extravagant birthday cake in addition to a number of small historically themed cakes baked by local residents and/or businesses.
- Discussed ideas for a Logo Design contest. Ask residents to submit designs or ideas based on Northborough's farming and agricultural roots. A press release for this can go out once the website and other social media are in place.
- The Committee agreed to invite Jocelyn McElhiney to the October 14th meeting to make a presentation on her recommendations for social media. It is the intent of the Committee to build a Town website page that would provide links to the various other social media outlets.

Items still in the works:

- Finalize the list of businesses and mail the *Press Release* and *Introductory Letters* by October 14th.
- Continue to build the Town website page that will include contact information, latest press releases and a calendar of events.

Next Meeting:

Tuesday October 14th

Topics:

- Invitation to local community groups to attend a future meeting.
- Update on Town Website
- Invite Jocelyn McElhiney – Social Media

Adjournment

Ms. Graham made a motion to adjourn; Mr. Carlson seconded the motion; all members voted in favor.

Adjourned at 6:35pm

Respectfully submitted,

Diane Wackell

Executive Assistant

Documents used during meeting:

1. September 30, 2014 Meeting Agenda.
2. Chairman's Report.