

250th TOWN ANNIVERSARY COMMITTEE

MEETING MINUTES for Tuesday, January 24, 2017

MEMBERS

PRESENT: Virginia Simms George (Chair), Thomas Lowe (Vice-Chair), Norm Corbin (Clerk), Dale Rains (Treasurer), David Carlson, Cathy McAuliffe, Amelia Graham, Robert Marchetta

ABSENT: Lorna Helms,

OTHERS: Dawn Rand, Andy Dowd

Meeting called to order: 5:30pm.

Meeting Minutes:

The meeting minutes for November 28th 2016 were accepted as written.

Chairman:

- Annual Report submitted with help from Norm
- Volunteers List
 - Virginia passed out list of volunteers that supported the 250th for our review for completeness
 - Each volunteer would receive a commemorative plate as a thank you gift
 - There are 58 plates available
 - Plates need to be boxed first. Staples and Office Max will be contacted for boxes
 - Plates will be hand delivered to as many as possible
 - The website will list and thank all the volunteers
 - Assabet Tech. will print a booklet listing all committee and volunteer members
- Considering the large donation from St. Mary's Credit Union, we should consider a special gift for their support

Finance Committee:

- Updated finances are attached
- List does not yet include payments to; Rotary, Band, Christmas Tree Lights
- Additional expenses are expected including: Banners, Signs

Welcome to Northborough Signs:

- The DPW supplied three "Welcome to Northborough" sign designs for our consideration
- Design #1 was unanimously voted by the Committee (attached)
- They will obtain quotes for three signs to be placed in town
- Dale will contact the DPW with the name of a possible 2nd vendor

Northborough Banners:

- The Town Seal may be grainy when printed. Andy will look for a high resolution image

250th Stone Marker:

- Bob looked into the idea of a permanent 250th stone marker
- Initial design concept is attached
- Quote is for \$1600 but does not include the base nor installation
- The committee was interested in pursuing this
- Bob will obtain a quote that includes the marker with base and installation
- Location will be decided at a later date
- Virginia will review with the Town Administrator

250th Time Capsule:

- Bob mentioned that the Historical Society is interested in placing a Time Capsule at their site. There is currently one from the 200th Anniversary

Next Meeting: February 28th at 5:30pm

Meeting adjourned: 6:15pm

Respectfully submitted,

Normand Corbin,
250th Anniversary Secretary

JOB# TBD	EST#	ITEM# 1	DUE DATE:	PROOF DATE: 1/24/17
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60 in

36 in

CARVED COPY AND BORDER PAINTED GOLD YELLOW (TBD)

11.6" D x 3/8" THICK BLACK ACRYLIC W/DECAL APPLIED (COLORIZED VERSION AVAILABLE)

WELCOME TO NORTHBOROUGH MASSACHUSETTS INCORPORATED JAN 24 1789

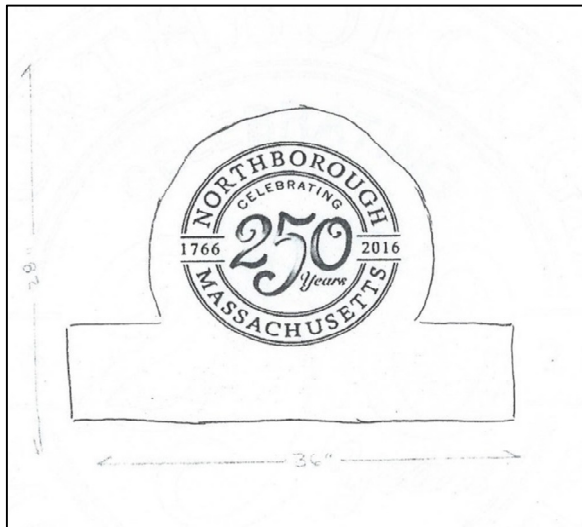
Welcome to
NORTHBOROUGH

1-SIDED

WOOD (TBD) GOLD (TBD)

LAYOUT BY: *Prism*

EXPOSE SIGNS & GRAPHICS, INC. 13 Airport Road • Hopedale, MA phone 508.381.0541 fax 508.381.3784 www.exposigns.com	NORTHBOROUGH, TOWN OF ATTN: SHIP/DELIVERY/PU/INSTALL: TBD	(1) 36"H x 60"W x 1.5"D 1-SIDED CARVED SIGN FOAM (HDL) PRINTED (COLOR TBD), ROUTED LETTERING PAINTED (COLOR TBD), INCLUDES 3/8" ACRYLIC PANEL, PAINTED BLACK W/APPLICATION OF SUPPLIED TOWN SEAL DECAL MOUNTED TO MAIN PANEL, MOUNTED USING FLAT SIDE BRACKETS TO 4" x 4" x 8" PT POSTS W/WHITE PVC POSTS AND 1/2" DIA. PADS	APPROVAL SIGNATURE & DATE REQUIRED FOR PRODUCTION SIGNATURE _____ DATE _____
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Cash Flow - Earliest To Date
1/1/2015 through 1/24/2017

Category	1/1/2015- 1/24/2017
INFLOWS	
5K Income	6,000.00
Donations	84,003.00
Finale Ticket Sales	7,550.00
Gala Ticket Sales	18,698.00
Golf Tournament Income	6,155.00
Merchandise Sales	4,350.00
Quilt Raffle Ticket Sales	680.00
TOTAL INFLOWS	127,436.00
OUTFLOWS	
5K Expenses	4,712.30
Administrative	2,540.00
Cemetery Tour	211.98
Cookbook Expenses	1,433.60
Eagle Scout Project	410.84
Elementary School Film Presentation Exp	83.53
Family Fun Day Expenses	1,107.55
Finale Expenses	18,215.90
Gala Expenses	24,354.73
Golf Tournament Expenses	4,610.34
Historical Activities	1,582.14
Kickoff Event	709.02
Merchandise Purchases	8,599.64
Other Events	500.00
Parade Expenses	3,750.00
Pole Banners	4,851.87
Pre-Fireworks Events	1,000.00
Printing	6,668.47
TOTAL OUTFLOWS	85,341.91
OVERALL TOTAL	42,094.09