



## 250<sup>th</sup> TOWN ANNIVERSARY COMMITTEE

### MEETING MINUTES for Tuesday, August 25, 2015

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#### MEMBERS

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

**ABSENT:**

**OTHERS:** Andy Dowd, Bill Pantazis (Selectman), Dawn Rand (Selectman)

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*Meeting Called to order:* 5:30pm.

*Meeting Minutes:* The minutes of 8/11/15 were accepted as written

- Chairman Update:
  - Included below
- Finance Committee:
  - **Fund Raising:**
    - **Quilt:** Terry Crean brought the beautiful 250<sup>th</sup> Anniversary Quilt she is making to the meeting. It will be raffled off with a proposed ticket price of \$5. The current thought is to start selling tickets at this year's Applefest and raffle at next year's Applefest. That would allow it to be placed on display at different locations and events for 1 year.
      - Bob will look into his software for printing tickets.
      - Lorna's team will work on Ticket design and pricing.
      - Next meeting will finalize tickets so they can be sold at Applefest.
    - **Golf Outing** – Payments can be made on the Northborough250.org website. So far about 34 people have signed up.
    - **Sponsorships** – Updated list was handed out
    - **Other** –
      - Virginia and Bill met with St. Mary's Credit Union. They are very interested in supporting our Celebration. Funding amount will be decided by them on Sept 22.
      - Donations can now be made on the website.
      - Tom and Norm visited Saint-Gobain – Norton R&D. They need to find out about funding us because they usually only fund Non-Profits with a 501c-3 designation. Andy will also look into this.
  - **Budgets:** \$3050 in donations since our last meeting
- Publicity/Marketing:
  - **Publicist** - Liz Nolan will be our publicist.
  - **Website, Facebook, Twitter:** all up and running.
  - **Sponsorship Tiers:** Lorna reviewed the 3 tier system (Big Business, Small Business/Non-Profits & Family) with us. Her team is following up with phone calls.
  - **Applefest 2015 Booth-** Will have Commemorative Items for sale, Gala Ticket Sales, Quilt Raffle tickets with the quilt on display and orders taken for the Commemorative Plate.
  - **Commemorative Items** -
    - **Commemorative Plate** – No Report
    - **Other Items** - Lorna brought in a T-shirt and Sweatshirt with the LOGO. They look very good.
  - **Large Banner/Signs:** The electronic Sign in the Town Center should contain more specifics about the golf outing.

- *Banners for Street Posts* - No Report
- *Buttons* –
  - “Ask Me Buttons” - 3.5 inch “Ask Me Buttons” were ordered.
  - *Small Logo Buttons* - Pricing obtained, 500 will be ordered for \$200.
- *Town Planned Events:*
  - *Kickoff Event (January 24, 2016)* - No Report
  - *250<sup>th</sup> Gala Ball Event (February 6, 2016)* – Linda Abusamra reviewed the status:
    - An example of the \$25 centerpiece was shown.
    - Tables will be for 10 and can be reserved.
    - Kathy Dalgliesh is preparing a slide show for the cocktail hour.
    - They are considering a short historical presentation.
    - It is a buffet for \$50.
    - Andy will see about selling Gala tickets on-line.
  - *5K Road Race (May 22, 2016)* - No Report
  - *Family Game Day (August 14, 2016)*- No Report
  - *Pre-Fireworks (September 17, 2016)*- There was a discussion about having it focus on all the fallen soldiers from Northborough’s history.
  - *Parade (September 18, 2016)* – No Report
  - *Guest Speaker:* No Report
  - *Town History Tour (May 15, 2016):* No Report
  - *Cemetery Tour (September 24 , 2016):* No Report
  - *Pamphlet for 2015 Applefest:* No Report
  - *Historic Scavenger Hunt:* No Report
  - *Closing Event (October 29, 2016)* No Report
- *Community & Civic Organization & Other Participation:*
  - *School Participation* – No Report
  - *Civic Organizations Meeting* – Being scheduled for September 29<sup>th</sup>, draft of letter reviewed

**Adjournment:** 6:45pm

**Documents used during meeting:**

- Agenda for current meeting
- Meeting minutes from: 8/11/15
- Fund raising status handout
- Letter for next Community Meeting with invite list

**Agenda for Next Meeting:**

- Acceptance of previous Meeting Minutes
- Chair Report.
- Finance Report
- Golf Tournament
- Community Meeting - preparation
- Applefest Booth
- Any other business to come before the Committee.

Respectfully submitted,  
 Normand Corbin, Clerk, 250<sup>th</sup> Anniversary Committee