



250th TOWN ANNIVERSARY COMMITTEE

MEETING MINUTES for Tuesday, September 22, 2015

MEMBERS

PRESENT: Virginia Simms George (Chair), Thomas Lowe (Vice-Chair), David Carlson, Amelia Graham, Cathy McAuliffe, Robert Marchetta, Lorna Helms

ABSENT: Dales Rains (Treasurer), Norm Corbin (Clerk)

OTHERS: Diane Wackell, Dawn Rand & Bill Pantazis (Selectmen)

Meeting Called to order: 5:35pm.

Meeting Minutes: Motion made by Tom, seconded by Amy to accept the minutes of 9/08/15 with a minor correction to add the last name to Christine Cobb. Passed unanimously.

• Chairman Update:

- Noted that period dressing should be limited to the cemetery tour and historical tours. The Gala should not encourage period dressing as it will be a black tie event. Period Clothing is available for borrowing at the Historical Society.
- Lorna and Amy will contact the volunteers on their email lists from Applefest and inquire as to where each of their interest lies. Once we have this information, Nancy Kellner has offered to organize the best use of each volunteer.
- Stressed the need to start making solid plans for publicity.
- Passed out information booklets to Committee members for their review. Virginia will make edits as discussed. Dawn will check to see if Assabet will print them.
- Noted that Jamie Eldridge and Karen Polito have confirmed their attendance at the Kick Off Event on January 24th. Andy will report back if Congressman James McGovern will attend.
- The Kick-Off Event subcommittee will meet to begin working on formal invitations and save-the-date cards.
- Moving forward, Virginia suggested that the 250th Town Anniversary Committee meet once per month and the subcommittee members for each event meet once per month. For example, subcommittee members would meet on the 1st Tuesday of each month to work on their specific event(s) and will report back to the 250th Committee as a whole at a meeting held on the 2nd Tuesday of each month.

• Finance Committee:

○ *Fund Raising:*

▪ Quilt –

- Amy will coordinate a schedule for the display of the quilt. Possible display locations include the Library, Senior Center, Town Hall and Historical Society.
- Committee members should plan to schedule times at each location where they will be present to sell tickets.
- Bob volunteered to sell tickets while the quilt is displayed at the Historical Society.

▪ Golf Tournament –

- Total revenue collected was \$1734.90.
- Considered planning another tournament in June 2016. Tom suggested that Lorna create a subcommittee specifically for the Tournament that could partner with another group of individuals who perhaps have experience in running golf tournaments. The two separate groups would provide for better outreach opportunities.

- The committee agreed to begin preparations and publicize the event early.
 - *Sponsorships* – No report
 - *Budgets:* No Report
- *Publicity/Marketing:*
 - *Applefest 2015 Booth* -
 - Virginia thanked those Committee members who helped with the Applefest Booth.
 - Lorna will work with Dale and report back on how many of each commemorative items were sold and the profit made.
 - *Commemorative Items* -
 - Lorna stated that Heart and Stone and the Purple Rose have offered space in their stores for the sale of commemorative items. Town Clerk’s Office is a possibility as well.
 - **Commemorative Plate** – Plates have been ordered and will be maroon. Delivery is expected in early December.
 - **Other Items** - The most popular commemorative items were the mugs, ornaments and t-shirts.
 - *Large Banner/Signs near Main Street:* No Report
 - *Buttons* –
 - “Ask Me Buttons” – All have been distributed.
 - *Small Logo Buttons* - 500 were given out. Norm will order 500 more.
- *Town Planned Events:*
 - *Kickoff Event (January 24, 2016)* - No report.
 - *250th Gala Ball Event (February 6, 2016)* – No Report
 - *5K Road Race (May 22, 2016)* - No Report
 - *Family Game Day (August 14, 2016)*- No Report
 - *Pre-Fireworks (September 17, 2016)*- No Report
 - *Parade (September 18, 2016)* – No Report
 - *Guest Speaker:* Bob indicated that he spoke with Ray Raphael, author of the First American Revolution. Mr. Raphael is scheduled to speak at the Worcester Art Museum on September 30th at 7PM. As he is being considered as the Historical guest speaker, Bob encouraged committee members to attend the September 30th event at the Art Museum.
 - *Town History Tour (May 15, 2016):* The trolley for the History Tour has been reserved.
 - *Cemetery Tour (September 24, 2016):* No Report
 - *Historic Scavenger Hunt:* No Report
 - *Closing Event (October 29, 2016)* No Report
- *Cultural Council Grant Application:*
 - Virginia, Norm and Cathy will work together on applying for Cultural Council Grant funding.
 - Deadline to submit applications is October 15, 2015.
- *Community & Civic Organization & Other Participation:*
 - *Civic Organizations Meeting* –In the Selectmen’s Meeting Room at Town Hall. Meeting starts at 7:00, committee members should arrive at 6:30.

Adjournment: 6:30pm

Documents used during meeting:

- Agenda for current meeting
- Meeting minutes from: 09/08/15
- Golf Tournament Financial Report handout
- Information Booklet handout for review. All booklets were given back to Virginia.

- Agenda for next Community Meeting

Agenda for Next Meeting:

- Acceptance of Meeting Minutes – September 22, 2015
- Chair Report
- Community Meeting Follow up
- Schedule Committee and Subcommittee meetings
- Any other business to come before the Committee

Respectfully submitted,

Diane Wackell
Executive Assistant & Staff Liaison to 250th Anniversary Committee