

STRATHAM 300TH ANNIVERSARY COMMITTEE

Minutes

Monday, March 21, 2016

Members Present: Liz Chisholm, John Dold, Jeff Gallagher, Carol Hazekamp, Cathy Kenny, Joyce Rowe, Pat Sapienza, Flossie Wiggin, Peter Wiggin, Susan Canada

Others Present: Bill & Connie Dollof (Remax Balloon), Stella Scamman (Invitations for Dignitaries), John Cushing (Fair Director), Linwood Wickett (photographer).

Call to Order: The meeting was called to order at 6:30 by Chairman John Dold.

Review of the Minutes: The minutes of the February 29, 2016 meeting were accepted on a motion by Liz Chisholm which was seconded by Joyce Rowe.

Timeline/Event Planning Sub-Committee:

1. Remax Balloon at the Fair: Bill and Connie Dollof of Remax Real Estate were in attendance to discuss offering rides in the Remax Hot Air Balloon at the Stratham Fair. They have provided this service at similar events, such as Fremont's 250th Anniversary. There would be no cost to the Committee and it could be held on Thursday, July 21 just before the Play. The balloon, which rises approximately 40 ft. would be tethered at all times; rides would last about ten minutes. The Committee expressed some interest in this event. However, any decision to proceed with this would be made by the Fair Directors. John Cushing, Fair Director, agreed to discuss this further with the Dollofs.
2. Stratham Fair: John Cushing attended the meeting to discuss plans for a special Stratham Day at the Fair. He had also received a request from another local Remax agency to provide the Hot Air Balloon at the Fair. He will follow up with the other Fair Directors. Thursday, July 21 will be the special Stratham Day at the Fair, with free admission for residents that evening. Vicky Avery has organized entertainment starting at 5:30. The plan is to present our Play from 7:30 to 8:30. They are using our logo on the Play Booklet and all posters. John asked the Committee to provide a short write up for the Fair Booklet. Susan Canada will take care of this. John also discussed the tent arrangements for our Committee. He asked whether we had considered an indoor alternative for the Play in case of bad weather.
3. Play: Rehearsals for the Play have begun. Jamie Clavet is coordinating the times with the actors. We still need a Stage Manager and someone to work on costumes. Liz Chisholm has offered to help with costumes. John Dold confirmed our use of the building with CMS. Brett Walker has received the check we sent and will be rehearsing via Skype with Jamie.
4. Parade Update: Jeff Gallagher has informally submitted the application to the DOT engineer through Chief Scippa. After his review, it will go through the formal approval process by the State. Jeff will be setting up a meeting schedule for the Parade Sub-Committee. Lucy Cushman has agreed to work on the Parade. Preliminary costs for bands to date total \$5000. (Portsmouth HS \$2500; NH Fife & Drum \$2000; CMS \$500.). A motion was made by Carol Hazekamp and seconded by Susan Canada to ask the Selectmen for approval to hire these bands. Jeff will continue to meet with Chief Scippa and Highway Agent Colin Laverty to coordinate safety issues and police details. Bob Mitchell will organize Antique Cars.

Inspired by the past, committed to the future

5. Dinner Dance:
 - a. Event Planner: John Dold has been trying to find an event planner to help coordinate the Dinner Dance. Since we have not found a volunteer we will consider hiring someone. John received one proposal from Leslie Wiseman who was recommended by Ben Reed, our caterer. She would coordinate all vendors, including overseeing set up of the tent and tables. Her fee would be \$4500. which would include hiring help to set up tables, etc. A motion was made by Liz Chisholm and seconded by Carol Hazekamp to ask for approval from the Selectmen to hire Leslie Wiseman. The motion was passed unanimously.
 - b. Dignitaries' Invitations: Stella Scamman has agreed to help with invitations to dignitaries for the Dinner Dance. She will work on a sample invitation and come up with a list of suggestions. The Committee discussed including the following: Governor Hassan, our local NH Senators and Representatives, our US Senators and 1st District Congressman, and possibly some TV personalities. John Dold has completed the application to invite Governor Hassan.
 - c. Favors: The Committee discussed having etched wine glasses as favors. One source would be \$5.60 each for a total of \$2700. We will look into alternate vendors.
 - d. We need to decide on a Master of Ceremonies. The tentative plan is to begin the cocktail hour at 6:00, dinner at 7 and speeches at 8:00, followed by music and dancing. We also need to discuss lighting, table centerpieces and rental of porta potties.
6. Souvenir Program: Pat Sapienza has begun work on a souvenir program booklet with the help of John Hazekamp. A motion was made by Liz Chisholm and seconded by Jeff Gallagher to authorize up to \$1000. for printing the programs. The motion was passed unanimously.
7. Advertising: The Committee discussed ways to advertise upcoming events, including the Library newsletter, Rec and Library email lists and the Reader Boards at the Municipal Center, Fire Station and the Park. We may consider a paid ad in the Exeter Newsletter just before the Play. John Dold will ask for permission to hang our banner above the entrance to the Municipal Center. Peter Wiggin reported that radio announcer Kelly Brown is willing to provide some publicity. A motion was made by Joyce Rowe and seconded by Flossie Wiggin to spend up to \$500 for advertising. The motion was passed unanimously.

Revenue and Products Sub-Committee: Souvenir First Day Pictorial Postmarks were available at the Wiggin Memorial Library on Sunday, March 20, the actual 300th Anniversary. Stamped envelopes were purchased for \$2.00. The postmark will also be available at the Post Office for a few days afterwards. A total of 118 raffle tickets have been sold. Committee members each took tickets to sell.

Sponsorship: We have received \$4,400.00. from sponsorships. Members will continue to contact local businesses.

Finance: The balance in the Heritage Account is \$48,116.57 and the General Fund balance is \$3190.55.

The next meeting will be on Monday, April 4, 2016 at 6:30 pm. The following meeting will be on Monday, April 18.

Adjournment: The meeting was adjourned at 8:50 on a motion by Joyce Rowe which was seconded by Pat Sapienza.

Respectfully Submitted, Susan Canada

Inspired by the past, committed to the future

