

STRATHAM 300TH ANNIVERSARY COMMITTEE

Minutes

Monday, April 18, 2016

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

Others Present: Nancy & Linwood Wickett (Photographer & Invitations), John Sapienza (Electrical issues at Dinner Dance), Ben Reed (Caterer), Leslie Wiseman (Event Planner).

Call to Order: The meeting was called to order at 6:32 by Chairman John Dold.

Review of the Minutes: The minutes of the April 4, 2016 meeting were accepted on a motion by Joyce Rowe which was seconded by Liz Chisholm. MANY THANKS TO LIZ CHISHOLM FOR TAKING THE MINUTES OF THIS MEETING!

Timeline/Event Planning Sub-Committee:

1. **Play:** Rehearsals for the Play are being held three times weekly. The Committee discussed a poster for the Play. Either Jeff Gallagher or Nancy Wickett will handle this. The winning raffle ticket will be drawn during an intermission in the Saturday night performance. Pat Sapienza will bring a ticket tumbler. We will be selling raffle tickets that night and also tickets to the Dinner Dance. Sunday afternoon we will again sell Dinner Dance tickets. Post card advertisements will be mailed to all Stratham residents on April 19 or 20. Postcards will also be mailed before Dinner Dance and Parade. Liz Chisholm will talk to Sassafras Band about performing before the Play. The Exeter Newsletter will be doing an article about the play.
2. **Advertising:** John Sapienza expressed concern that Lindt Chocolate was not mentioned as a sponsor in some of the advertising.
3. **Parade Update:** The Committee discussed logistics for the Parade. Floats will line up at Crestview Terrace. Walking groups will be at the Park. Jeff Gallagher is getting an application form from the Exeter Parade group to send to bands and other groups. The Parade Committee needs a Secretary.
4. **Dinner Dance:**
 - a. **Electrical Needs:** John Sapienza discussed electrical needs with Ben Reed and Leslie Wiseman regarding coffee urns and amount of power needed. A revised map showed a relocation of rest rooms and cook tent.
 - b. **Portable Rest Rooms:** The most affordable option was a quote from Dave's Septic for \$2400. which includes an attendant. A deposit of 10% is required. A motion was made by Flossie Wiggin and seconded by Joyce Rowe to accept this proposal. The motion was passed unanimously.
 - c. **Parking Lot Shuttle:** The Committee discussed an option to hire school buses to transport people from the back parking lot to the tent area. The proposal was for 3 buses at \$485. each. The buses would be there from 5PM to 1AM. A second option was for 3 mini buses at \$3744. Golf carts would cost more and were not available. A motion was made by Carol Hazekamp and seconded by Joyce Rowe for two buses. The Committee also discussed hiring parking attendants. Three attendants would cost \$780. and four would cost \$1040. A motion was made by Liz Chisholm and seconded by Floss Wiggin to hire four attendants. The motion

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- was passed by a vote of 6 to 1 (one vote was for 3 attendants). A deposit of ten percent is needed . Also discussed was checking with the Fire Dept. about a handicap sign for the VIP lot.
- d. Main Tent Set-up: Set up will be done by Ben's and Leslie's staffs. Social hour will begin at 6:00. Dinner will start at 7. Salad will be served family style on each table as well as rolls and butter. Leslie's staff will invite people to the buffet. Ben will provide dessert. A quote will be received soon for bartending services which will be licensed and insured. There will be two cash bars which will be open until ½ hour before the end of the event. Linens will be blue and white with red napkins. We will hold off on discussing centerpieces until we finalize other costs. The deadline for ticket sales is June 10. There will be eight speakers and Charlie Sherman has agreed to be the emcee. Keepsake favors will be discussed at our next meeting.
 - e. Program Booklet: The souvenir Program Booklet is being coordinated by Pat Sapienza and John Hazekamp. It will be distributed at the Dinner Dance.

Sponsorship: We have received \$4,400.00. from sponsorships. Members will continue to contact local businesses. We would like to find a sponsor for the keepsake favor.

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, May 2, 2016 at 6:30 pm.

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

Respectfully Submitted, Liz Chisholm and Susan Canada

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