

# STRATHAM 300<sup>TH</sup> ANNIVERSARY COMMITTEE

## Minutes

Monday, June 20, 2016

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

**Others Present:** Paul Deschaine, Ben Reed, John Sapienza, Stella Scamman, Dan Whittier, Linwood Wickett, Leslie Wiseman (by phone)

**Call to Order:** The meeting was called to order at 6:34 by Chairman John Dold.

**Review of the Minutes:** The minutes of the June 6, 2016 meeting were accepted on a motion by Liz Chisholm which was seconded by Joyce Rowe.

### **Timeline/Event Planning Sub-Committee:**

1. Dinner Dance:
  - a. Cash Bar: Bartending services have been confirmed.
  - b. RSVPs from Dignitaries: Stella Scamman has planned the program for speakers. She has also arranged seating for dignitaries. Leslie will make place cards for those tables. Due to updated scheduling, the Governor will attend.
  - c. Ticket Sales: Thanks to our final advertising, ticket sales have increased. We will now be expecting 370 attendees.
  - d. Tent Set-up: Leslie and Tim Marshall will meet at the Park on Wednesday morning to site the tent location. The tent will be 80 x 120 and the dance floor will be 30 x 30. Leslie will confirm delivery of tent and other items, including the porta-potties.
  - e. Electrical work: Thanks to John Sapienza and Dan Whittier for all their efforts in organizing the electrical needs for this event. They will be sure all the service to the kitchen equipment is ready.
  - f. Wine Glass Favors/Centerpieces: The wine glasses have been ordered and should arrive in time. Copies of the History books which will be used as centerpieces should be brought to the Park by 11:00 on Saturday morning.
  - g. Parking: There will be 155 spaces at the front of the park. Any overflow parking will be along Portsmouth Avenue. Vendors will park at the back of the park. We will still plan on 4 parking attendants to maximize efficient spacing.
  - h. Souvenir Program Booklet: The Souvenir Program booklets are being printed tomorrow and will be ready for Saturday evening. Copies will be placed on the tables.
  - i. Door prizes: Lindt has donated a large basket of chocolates. Liz Chisholm will put together a basket of our 300<sup>th</sup> Anniversary merchandise. Susan Canada will provide a basket with bottles of wine and two of our souvenir glasses. The Committee discussed having a birthday cake in addition to the other desserts. Liz will order a sheet cake with our logo.
  - j. Time Capsule: A letter regarding the Time Capsule was opened during the meeting. It contained a map and description of the capsule's location. Paul Deschaine will oversee the attempt to locate it.

*Inspired by the past, committed to the future*

2. Parade: The Parade Sub-Committee will meet again on June 11. Jeff Gallagher gave an update on expected expenses. The budget for the Parade is \$20,000. The current cost estimates include: \$9,000. for traffic details and signage; \$1,000. for porta-potties; \$500. for trophies and prizes; \$6000. for bands. Peter Wiggin sent a report confirming the use of the parking lots at the Post Office, Wingate and Dr. Zeff's location on the day of the Parade. Please email Jeff at [Stratham300thParade@gmail.com](mailto:Stratham300thParade@gmail.com) if you know of any groups wishing to enter a float.
3. Fair: To be discussed at our next meeting.
4. PTO Family Day Event: The PTO and Seth Hickey of the Recreation Dept. are planning a family event in the fall and have invited us to participate. A motion was made by Pat Sapienza and seconded by Joyce Rowe to provide prizes. There was also a discussion about sponsoring fireworks if we have any money left at that time. The motion was passed unanimously.

**Finance:** The balance in the Treasury includes \$30,350 in the Heritage Acct., \$2193 in the General Acct. and \$11,700 remaining in the History Acct. Cathy Kenny has \$15,600 in ticket sales to be deposited. We should have an accounting of the Dinner Dance expenses by our next meeting.

**The next meeting will be on Monday, June 20, 2016 at 6:30 pm to briefly recap the Dinner Dance and plan for the Fair. A meeting of the Parade Committee will follow at 7:00.**

**Adjournment:** The meeting was adjourned at 8:05 on a motion by Liz Chisholm which was seconded by Jeff Gallagher.

Respectfully Submitted,  
Susan Canada

*Inspired by the past, committed to the future*

