

JUL 23 2019

Town Clerk

375th CELEBRATION COMMITTEE MEETING

JULY 25, 2019

Room # 5 Town Hall

1:00 p.m.

- I. Open Meeting
- II. Approval of Minutes of July 10, 2019 (Electronically Distributed)
- III. 375th Celebration Committee report to BOS Tom and Sue
 - a. Monday, July 22nd BOS Meeting
 - b. Isabel Lundstrom and Parent(s) Attended
 - c. Votes by BOS
 - i. Declare Ceremonial Bonfire Jan 12, 2020
 - ii. Give 375th Committee permission to use Town Seal
 1. Sponsorship Signs/Calendar/Items to Sell/Thank You Letter
 2. Use in connection with Logo
- IV. Reports on Committee Actions
 - a. Commemorative Coin
 - b. Logo Story in 7/19/19 Cricket
 - c. Decals/Stickers for Thank You and Promotion
 - d. Sale of Puzzles – Festival by the Sea – 8/3/19
 - i. NEED a Sign to Promote puzzle sales
 - ii. Pop-up Tent/Table/Chairs
 - iii. Workers – Sue T/Tom K/Peter C/Erika B - Any other volunteers?
- V. Old Business from 7/10/19 Meeting
 - a. Update on ECC Gala 3/7/20 – Report on Sub-Committee Meeting Sue
 - i. Complimentary Tickets Joe Sabella
 - b. Update on Manchester Film Festival Carol Bender
 - c. Update on Town Birthday Party
 - i. Location – Masconomo Park – Reserve?
 - ii. Work in connection with 1st Concert of the Year
 - iii. Sponsorships
 - iv. Leadership – who to chair/organize sub-committee
 - d. Update on Panoramic Photo
 - i. Possibility of moving to June 18th?
 - ii. Cost of Crane \$250.00 Joe Sabella
 - iii. Time? Attraction to get people to the event?
 - iv. Sponsorship(s) Standley's Garage/Others needed?

- e. Vessels in the harbor – Waterfront Day – July 18, 2020 Tom
 - i. Static display of vessels – When and If/Fame/Crocker’s Tug Boat
 - ii. Reserve Tuck’s Point – Picnic Day
 - iii. Short talks inside Chowder House – lobstering/boat design/boating safety
 - iv. Looking for 375th Committee member to work on this sub-committee
 - f. History of First Meeting House – November 2020 Sue Parker
 - i. Needs- actors/writers and costumers
 - ii. Source of people – Summerstage?
 - g. GOAL TO SOLIDIFY DATES OF ACTIVITES FOR 375TH CALENDAR**
- VI. Fund Raising
- a. Calendar Mike Storella/Jim Brown
 - i. Status of fundraising- donations/supporting a month campaign
 - ii. What needs to be done for this? Promo at Festival by the Sea for local businesses??
 - iii. Receipt Book for donations – Andrea Mainville has ordered
 - iv. Letter for donations is almost completed – Going to all donors
 - b. Event Sponsorships Opportunities Peter/Cheryl/Sonja
 - i. Draft of Opportunities/Price Points/Discussion
- VII. Next Meetings
- a. Thursday, August 8th at 6:00 p.m.
 - b. Wednesday, August 21st or Thursday, August 22nd at 1:00 p.m. – Select a Date
- VIII. Topics Not known to the Chair 48 hours prior to the meeting
- IX. Adjourn Meeting

**Filed in the Office of the Town Clerk
Manchester-by-the-Sea
Massachusetts**

Date: July 22 2019 Time: 8:30 AM
Adile Ardolino
 Assistant Town Clerk