

# 375<sup>TH</sup> CELEBRATION COMMITTEE MEETING

September 25, 2019

Room # 7 5:00 p.m. Town Hall

- I. Open Meeting- New Volunteers for Committee
- II. Approval of Minutes from 9/10/19 – Distributed Electronically
- III. 375<sup>th</sup> Celebration Committee Reports
  - a. Decals/Letters to Donors - Decals Available for Committee
  - b. Mtg with P&R/Cricket/375th – Partnership Opportunities
  - c. Gala Meeting – 9/19/19
  - d. Waterfront Day – Next Meeting 10/5/19 – MYC at 9:00 a.m.
  - e. November 2019 – Special Town Meeting- Distribution of Information
  - f. December 6, 2019 – Chamber Shopping Night MBTS – Sale of Puzzles/Calendars at MHM
    - i. Volunteers 2 or 3
- IV. Bonfire Issues
  - a. FOMT – Letters (3)
  - b. Bonfire Site(s) – Selection Process
  - c. Public Safety Concerns/Solutions
  - d. Conservation Concerns
  - e. Decision on Bonfire for Schedule
- V. Old Business
  - a. Update on Manchester Film Festival Rachael Meneades
    - i. Dates/Sites
    - ii. Movies to be Shown
    - iii. Licensing Fees – Amounts based on movies selected (Approx \$600 for 2 movies)
  - b. Update on Sip, Shop and Stroll/Grand Finale Event December 2020
  - c. Other Updates as necessary
- VI. Fund Raising Activities
  - a. Town Quilt Puzzles Sue Thorne
    - i. New Order
    - ii. Sales Promotion with Cricket/375<sup>th</sup> Social Media
  - b. 375<sup>th</sup> Celebration Calendar Mike Storella/Jim Brown
    - i. Printing and Distribution Schedule
    - ii. Sales Promotion with Cricket/375<sup>th</sup> Social Media
  - c. Commemorative Plate for 375<sup>th</sup> Celebration Joe Sabella

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d. Town Wide Fund-Raising Mailing Planning – Letter

Cherrie Lamphear

VII. Sponsorships for Activities

- a. Sheet from 9/10/19 Meeting – Amended
- b. List of Possible Sponsors – Distribute
- c. Who to make the ask?
- d. What you can say/Cannot Say!! – Think whole celebration!!

VIII. 375<sup>th</sup> Anniversary Polo Shirts

- a. Cost \$20.00 for Committee members
- b. Name and Size to Sonja

IX. Next Meetings

- a. Wednesday, October 16<sup>th</sup> 5:00 p.m. Town Hall – No Room Assigned Yet
  - i. General Meeting- 30 minutes then 1-hour breakouts for January, February and March Events - Bonfire, Family Fun Event, Story Telling and ECC Gala
  - ii. Select Next Date – Avoid Fall Town Meeting -Date?
  - iii. Possible Dates - Tuesday, Nov. 12<sup>th</sup>, Wednesday, Nov. 13<sup>th</sup> or Thursday, Nov 14<sup>th</sup>

X. Topics Not Known to Chair 48 Hours Prior to Meeting

XI. Adjourn Meeting

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

Date: September 19, 2019 Time: 3:50 PM

Adele Ardolino  
Assistant Town Clerk