

375th CELEBRATION COMMITTEE MEETING

October 16, 2019

5:00 p.m.

Room # 5 Town Hall

- I. Open Meeting – New Members/Volunteers
- II. Approval of Minutes from 9/25/19 Meeting- Distributed Electronically
- III. 375th Celebration Committee Reports
 - a. Waterfront Day Meeting 10/5/19
 - b. Special Town Meeting – November 19, 2019 AT Memorial School – Distribution of Materials
 - c. Chamber Shopping Night – December 6, 2019 – Sales in MHM – Distribution of Materials
- IV. 375th Anniversary Calendar
 - a. Status of proof and printing- 7 to 10 days until received from initial order
 - b. Ordered 700 copies – if selling well, re-order additional 300 – Looking for total of 1,000
 - c. Run off Activity Schedule at Town Hall for insert into calendar
 - d. Sales sites – 4 Beach Street
- V. Cricket/Social Media Ad Campaign
 - a. Information for sales to the public
 - b. Town Quilt Puzzle and Calendar
- VI. Commemorative Plate for 375th Celebration
 - a. Status/Plans/Costs/Price Points
 - b. Discussion
- VII. Fund Raising Letter to Residents
 - a. Sample
 - b. Minuteman Press -Beverly – Costs
 - c. Possible Schedule – Putting Mailing together
- VIII. Next Meetings – Select Two Dates
 - a. Tues, November 12th; Wed, November 13th or Thurs. November 14th
 - b. Next Possible Meeting – 1st or 2nd week in December – Select a Date
- IX. Break-out Sessions for first three events in 2020 Celebration
 - a. Christmas Tree Bonfire - January 12, 2020
 - b. February Family Fun Day - February 9, 2020
 - c. Essex County Club Gala – March 7, 2020
 - d. For Each Event- Please consider the following:

- i. Continue to plan event/Logistics
- ii. Status of Event
- iii. Recruitment of people to assist at event
- iv. Budgetary Needs for event

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

XI. Adjourn Meeting