

**TOWN OF MAYNARD**

**Sesquicentennial Steering Committee Minutes**

**February 4, 2019 5:30 pm**

**Room 101, Town Building**

**Call to order:** 5:30 pm

**Attendees:** Ben DeMott  
Molly Bergin  
Lisa Dahill  
Chuck Caragianes  
Paula Copley  
Dave Griffin  
Donald James

**Guests:** Ellen Duggan

1. Approval of Meeting Minutes

**Motion to approve the December 3 Minutes: Chuck Caragianes, seconded by Paula Copley. Approved 7-0.**

2. Book Contract

- Town's lawyer came back with issues with the contract.
- 01/31 email from David Mark with new copy of contract and draft Table of Contents.
- Ben will email Greg to get an update on status.
- Lawyer has said David's name cannot be on the book.
- Can the Committee contract with David to write the book?
- Question: The Attorney discovered the problem, can they come up with a solution?
- Committee feels it is important to have a book for the 150<sup>th</sup> celebration.

3. Kickoff Event

- Battle Road Brewery on Thursday, April 25.
- Ben has been in touch with the Manager.
- Cash bar with a minimum food cost, but flexible for fundraisers.
- No restrictions on activities [i.e., raffle].

- Goal is to get the word out and develop interest in the Committee and Sub-Committees.
- The Town may need to issue a statement/letter to claim donations on taxes.
- Paula will ask Art's Specialties for donations and check with Trader Joe's.
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- Questions:
  - Can we use the seed money for the food and raffle prizes?
  - Can we accept in-kind contributions?
  - Can we have a table in the foyer?
- Target audience includes Town elders and Town employees. Need to give them a reason to want to come. Need to know ahead of time what to expect and what we may be asking of them.
- Need to include the Cultural Council and the Historical Society.
- Have a slide show in the foyer while mingling.
- Raffle idea: Guess what's in the Time Capsule. \$1.00/guess
- To Do before February 25:
  - Firm up overhead
  - Book the date
  - Contact the Town Manager and the Board of Selectmen
  - Create a 'Save the Date' message
- Need to find suppliers for donations or discounted wine.
- Need 50-75 bottles of wine, sign denoting sponsorship.
- Firm up sponsorship levels before asking for donations.
- Will have signage at the event and at all other events.
- Ben will contact Sarah Cressey and invite her to the next meeting.
- Can we do a "blast" save the date? More information to follow.

#### 4. Logo

- Jinnie Manion was chosen as a semi-finalist.
- Final logo will need to be vector formatted.

- Will draft a thank you to send to all students who submitted a logo after a finalist has been chosen.

5. Annual Report

- Ben submitted this on behalf of the Committee.

6. Fundraising ideas

- Table at Town Meeting for informational purposes and sell T-shirts.

**0. Motion to Adjourn: Donald James, seconded by Paula Copley. Approved 7-**

**Next meeting February 25, 2019 at 5:30**

**Meeting Adjourned at 6:40 pm.**