

West Newbury Bicentennial Committee Minutes

January 16, 2018

The meeting was called to order at 6:10 pm in the First Floor Meeting Room. All committee members were present except for Krystelle Griskiewicz and Nicole Francouer. The minutes of the Dec. 19, 2017, meeting were accepted as presented.

Old Business

Reports on Progress on Action Items:

KC Swallow reported that she had found that the West Newbury Bicentennial Committee (WNBC) is responsible for the cost of liability insurance, usage and permit fees, trash removal and legal fees for the various events. Extra liability insurance above what the town already has will only be required on town sites if alcohol will be available. The cost should not be more than about \$350. There are no permit fees for town property and the usage fees are minimal. Trash removal is conducted by the Department of Public Works. She will discuss this cost with Gary Bill.

Greg Garnache reported that Jim Tingley was unclear about what we wanted for our logo. A discussion of his drawings ensued and we decided that we liked the drawing with the hills and river but not the human figures. The addition of a bridge reminiscent of the Rocks Village Bridge seemed to be a good idea and Greg will take it up with Jim.

Cindy Sauter spoke to Zack Field about providing musicians for some of our events. At the present time he has only steel bands, which aren't appropriate for most of our events. Greg will contact Brian Young about other local musicians.

Appropriation Request for Town Meeting

Since Nicole, who had prepared the worst-case scenario budget, was not present at the meeting we decided not to discuss it and move directly to the appropriation request. Steve Swallow moved that we request an appropriation of \$140,000 from the Annual Town Meeting. The motion passed unanimously. The committee appointed KC to prepare the request and the required justification. Steve also moved to ask KC to give the report for the WNBC at Town Meeting. She will discuss this with Mike McCarron since, as Moderator, she would have to leave the podium to participate.

Sponsorship/Benefits and Funding

We need to identify potential sponsors and contact them to solicit their participation. Judy Gregg agreed to work on a marketing presentation to be used for this purpose. Cindy mentioned that the State Agricultural Restriction Program may have funds for barn dances; she will investigate.

New Business

Jen Solis from the Newburyport Daily News was not available to attend this meeting and she suggested that we prepare a list of items to be included in an article about the work of the WNBC. We prepared the list and KC will contact Jen.

The following officers were elected:

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|-----------|----------------------|
| co-Chairs | Steve and KC Swallow |
| Secretary | Cindy Sauter |
| Treasurer | Judy Gregg |

We discussed several ideas for fundraisers including selling luminaria for use during the celebration week, having a silent auction of donated items and selling Tricia Mansfield prints of West Newbury scenes. This discussion will be ongoing.

Krystelle Griskiewicz was absent and, since she is our contact person with the schools we decided to postpone discussion of school participation.

New Business

Action Item:

KC

- Contact Gary Bill about clean-up costs at events
- Prepare and submit request for appropriation at Town Meeting
- Contact Jen Solis about Daily News article

Judy

- Work on marketing presentation for potential sponsors
- Study budget and logistics for Pancake Breakfast
- Contact Lenny Mirra about the possibility of some state funding for the celebration

Greg

- Work with Jim Tingley on logo ideas
- Contact Brian Young about local bands
- Study the budgets for the barn dance and the ice cream social

Cindy

- Work on Facebook page (pending permission)

Nicole

- Contact Tricia Mansfield about using her prints for fundraiser

Steve

- Study the budgets for the gala(s)
- Prepare a cost estimate for West Newbury day at Fenway Park

Our next meeting will be on Tues., Feb. 27, from 6:00 – 8:00 pm. The agenda is:

Approval of minutes from last meeting

Old Business

- Reports on progress on Action Items
- Continue fundraiser discussion

New Business

- School participation
- Booking musicians for events
- Who will cook the pancakes?

The meeting adjourned at 7:50 pm.