

West Newbury Bicentennial Committee Minutes

September 11, 2018

The meeting was called to order at 6:00 pm in the First Floor Meeting Room. All committee members were present.

Approval of the August 21 minutes. The minutes were approved as submitted.

Old Business

Krystelle Griskiewicz presented the draft design for the banners.

The Committee discussed the creation of budgets for each of the signature events.

KC Swallow asked the Committee to re-visit the Bicentennial web site and bring ideas for publicity via the web page to the next meeting. There has been a groundswell of interest in what is to come in terms of celebrations and events. Greg Garnache suggested having a Bicentennial bulletin board at the food mart and possibly the library. KC added that the sign outside the Town Office Building would provide optimal visibility. The Committee agreed that all publicity should be considered. Greg will contact the Food Mart to ask for publicity space.

KC Swallow stated that she will redistribute the budget to Committee members. The Committee discussed the logistics of assembling RSVP lists for each of the events.

KC also reported that there has been an excellent response to the call for volunteers. Cindy Sauter agreed to create a social media post to publicize volunteer opportunities.

- Reports on Progress on Creation of Punch Lists:
 - Greg Garnache reported on the Ice Cream Social punch list – July 9 will be the date for the ice cream social. The Committee agreed that the event would take place from 6 to 8:00. Greg took the job of preparing a list of possible family/children's entertainment professionals list for the next meeting. It was agreed that the venue would be the Bandstand (Town Annex if weather does not cooperate). Greg will contact the Town Manager and Glenn Kemper; Steve Swallow will work on rental equipment. It was decided that there will be no formal seating, but approximately 100 chairs will be placed throughout the venue for those who prefer to sit.
 - Greg and KC reported on the Old-Fashioned Dance planning. The event will take place on Friday night from 7 to 11:00 pm. It was agreed that the venue would be Old Town Hall. Attendance will be limited to whatever is permitted by the Fire Chief. It was agreed that tickets would be sold for a nominal fee and that the event will be adults-only. Greg will check with Carry Out Cafe on catering ideas for heavy appetizers. A bar tender and police patrol will be needed for the event. Greg is also speaking to bands. The Committee discussed publicity and the logistics of managing attendance. A decorating committee will be established for the event. It was agreed that a \$10 charge would cover soft drinks and food; there will be a cash bar (beer and wine). Greg will speak to the police chief about parking and police assistance.
 - Judith Gregg reported on the Pancake Breakfast. The logistics of cooking pancakes came up as a possible issue. The potential of serving quiche and other foods that are more

portable was discussed. The Committee agreed that Bicentennial Brunch would be a better option.

- History and Heritage Day was discussed among Committee members, including “If this house could talk” and “Be a Tourist in Your Own Home Town” events.
- Krystelle Griskiewicz presented budget and logistics for the What West Newbury Means to Me day and the birthday cupcake display. Krystelle is also coordinating fife and colonial drum music presentations. The idea of having Page School students learn the drum and fife as part of the curriculum was discussed. The Committee agreed that encouraging students to learn a musical instrument would be a great service to our community. Krystelle suggested that students create the publicity posters for the event; the Committee agreed. Timing for the day was tentatively set for 1:00 to 6:00 p.m. in an open house format. Krystelle will contact Carry Out Café about catering cookies for the event (peanut free and gluten free options). The Committee agreed that the students could make posters for the event.
- The Committee reviewed the budget for the Town Birthday Party as presented by Krystelle. It was determined that 350 cupcakes would be created by Page School students.

New Business

KC suggested that the Merrimack Valley Concert Band might perform between the field day and the fireworks. The Committee agreed that this idea should be pursued. Motion to follow up on the proposal carried.

Krystelle presented the finished artwork for the banner by Port Signs. The Committee discussed options for mesh and plastic. KC suggested that two banners be created: one for the winter and the birthday party and one for the Signature Week with sponsor participation. The Committee agreed that two banners would be printed: Celebration Weekend in mesh using a cake with 200 on it; Bicentennial Week in mesh with artwork including the town cherry blossoms.

Steve Swallow moved that the Committee invite Jocelyn Fassett to the next meeting as a new member. The motion carried unanimously.

Steve Swallow reported on an offer by Nunan’s to set up flower hangers for the summer. The Committee approved the proposal. KC Swallow also proposed getting the help of Nunan’s to create a West Newbury Bicentennial logo out of flowers. KC and Steve agreed to follow up on both ideas.

Promotional item ideas were carried over to the next meeting. To include Trish Mansfield artwork. Prints, mugs, plates were discussed.

The agenda for the next meeting:

Approval of minutes from last meeting

Old Business

Punch list presentations for remaining events by Committee members

Promotional item discussion

Sponsor brochure final approval

New Business

- Bicentennial Brunch
- Service Day
- Field Day

The meeting adjourned at 8:05