

West Newbury Bicentennial Committee Minutes

October 23, 2018

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

The minutes of the last two meetings were approved as submitted.

Old Business

Reports on Progress on Action Items:

- Gala: KC Swallow reported on the morning meeting with the caterer, event manager, band representative and garden club representatives for the Black-Tie Gala. Greg, Cindy, Judy and Steve were also present at that meeting.
- Sponsor solicitation brochure and cover letter update: The Committee voted to approve all changes as discussed at the last meeting. Cindy Sauter will review changes with KC and the final will be shared with the Committee. It was agreed that the Committee will use Deb Green's resources for printing.
 - KC shared the list of potential sponsors with the Committee. Members will review and initial personal connections for outreach.
 - The order of the events in all publications will reflect the schedule as follows
 - Black Tie Gala Celebration
 - Town Birthday Party
 - Opening Ceremony, Bicentennial Brunch, Town Photo and Community Service Project
 - West Newbury History and Heritage Day
 - Ice Cream Social and Sing Along
 - What West Newbury Means to Me – A Student Showcase
 - Bandstand Concert and Music Night
 - Old Fashioned Country Dance
 - Family Field Day with Fireworks
 - Wording for the brochure was approved as follows:

The West Newbury Bicentennial Committee (WNBC) has been working hard over the last two years organizing a celebration to mark the 200th anniversary of the incorporation of West Newbury as a town in Massachusetts in 1819. We have planned a series of events that will highlight our history, raise our sense of community and provide a fun and memorable year for citizens of all ages. We

would like to offer you an opportunity to become a sponsor for this momentous occasion. In return for your help in defraying the cost of the celebration we will feature your business in our publicity and printed materials. We welcome your sponsorship at any level appropriate

- Dignitary update: The Committee discussed the logistics of inviting dignitaries to the event as speakers and honored guests
- Gala invitation update: The Committee reviewed the draft of the Gala invitation. A name for the event, incorporating “dancing” was also discussed. A cut-off date of February 1st was set for the deadline to respond to the Gala invitation.
- Pins and memorabilia:
 - KC shared samples of pins from other bicentennial celebrations. The committee decided to order from this vendor.
 - Krystelle Griskiewicz shared samples of pins and hats for the children’s celebration.
 - Commemorative plates were discussed, including cost and practicality.
- The following Punch Lists are in-hand and have been put on Google Docs
 - Field Day (preliminary)
 - Birthday Party and Cake
 - Ice Cream Social
 - Old Fashioned Dance
 - What West Newbury Means to Me
 - Service Day

New Business

- Town-wide birthday party plans
 - Budget/deposit has been worked out for space
 - Krystelle spoke with a DJ for the event
 - Birthday Cake contest will have categories: Adult (non-professional), Youth, Other (professional). First, second and third prize will be awarded for each of the three categories, plus a crowd favorite winner
 - Cakes will be judged on taste, overall appearance, creativity
 - Suggested judges will be Angus Jennings, Brendan Bartholomew and Glen Kemper; 2 additional judges are needed
 - Ribbons with “bicentennial baker” will be created
 - Paper goods and balloons were discussed; the worldwide helium shortage may change the plan somewhat
 - Rick Feeherey was unavailable because he went to the World Series game – go Sox!

- Bicentennial Brunch Plans
 - We will discuss this with Glenn Kemper
- Field Day Reenactors – Krystelle will get more information on the reenactment and present to the group

The agenda for the next meeting:

Approval of minutes from last meeting

Old Business

- Review and approve punch lists submitted by the Committee members
- Birthday party plan with dates and budget
- Finalize Gala plan

New Business

- Bicentennial Brunch
- Sponsor Banner

The next meetings will be held on November 13, November 27, December 4, December 11

The meeting was adjourned at 7:45