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Stoughton 300 Anniversary Committee Yr. 2023

Joanne Callanan: Committee Chair, David Allen Lambert: Vice Committee Chair,
Dr. Patricia Randolph: Committee Secretary

Meeting Minutes

Tuesday, June 20, 2023

7:00-8:30pm

Attendance: Joanne Callanan, Dr. Patricia Randolph, Amanda Bettle, Paul Carpinella, George Dolinsky, Kellie Laguerre, Scott Santos, Peggy Sewyk, Dianne Dolan, Samantha Rego (Logo Artist)

1. Meeting called to Order:
 - Pledge of Allegiance
 - Group Norms
 - Reading and acceptance of May 18th minutes. Accepted as permanent record.
2. **Anniversary Logo:** Samantha Rego from Stoughton's Clerks Office presented the committee with four logo designs. The committee gave their reflections on each design expressing the importance of the design being transferable from a large T-shirt print to a smaller print for caps and cups and retaining its color. Questions were asked if the theme, dates and pictures can be rearrange on different designs. Samantha will work on suggestions and return at the next meeting in July to present additional logo designs.
3. **Directors/Coordinator/ Officers and Sub-Committees:**
 - *Treasurer* - George Dolinsky – **Finance Committee:** Joanne Callahan, Benard Planta, Scott Santos
 - *Treasurer Responsibilities:* George Dolinsky, anniversary committee treasurer will be accountable and responsible for keeping accurate financial record of all funds generated by the 300 anniversary committee. The treasurer will prepare monthly financial reports to be read and submitted as a permanent records.
 - *Handling of Funds:* All funds generated by the 300 anniversary committee will be submitted to the committee chairperson, Joanne Callanan.
 - *Deposit of Anniversary Funds:* Joanne will collect funds from anniversary treasurer and submit funds to Matt Cauchon, (Stoughton Recreation Dept. Director). Matt will deposit anniversary funds in the bank account created for the 300 anniversary committee?
 - *Publicity & Marketing* – Scott Santos: Director, **Sub-Committee:** Dianne Dolan, Paul Carpinella, George Dolinsky
 - *Social Media & Photography Committee* – Kellie Laguerre: Director, **Sub-Committee:** David Allen Lambert, Amanda Bettle
 - *Stoughton Schools/YMCA/Native American Committee* – Dr. Patricia Randolph: Director, **Sub-Committee:** Peggy Sewyk, Joanne Callanan, Dianne Dolan, Scott Santos
 - *Specific Events* –Senior Tea (Coordinated by Senior Center, Liason: Joanne Callanan), Anniversary Gala, Anniversary Parade, Glen Echo Park Picnic -

Director: Joanne Callanan, **Sub-Committee:** Dr. Randolph, Amanda Bettle, Paul Carpinella, Kellie Laguerre, Peggy Sewyk

➤ *Specific Events- Golf Tournament-* Director: Kellie Laguerre, **Sub-committee:** Dr. Randolph

4. **Social Activities & Cultural Activities:** The Committee discussed the following anniversary events to determine if they fall under the titles of social or cultural activities. This has not been decided upon and will be discussed further at the next meeting.
 - Anniversary Gala
 - Senior Social Tea
 - Student Award Ceremony(Historical Essay Contest/Student Logo Contest)
 - Anniversary Celebration Party
 - Anniversary Parade
 - Glen Echo Sunday in the Park Picnic
 - Golf Tournament
 - Walk-a-Thon
5. **Gala Update:** Joanne meet with the Cedar Hill Golf Course manager to discuss holding the Gala at the golf course. The manager was very receptive to this proposal. They discussed utilizing a tent for the Gala which the golf course has done for past events held there. Further discussion and planning to come. **Tent Update:** Joanne meet with BC Tent Rental & Awning Co. in Avon MA. She shared various beautiful premier tent pictures with awnings for large crowds. The tent company provides every amenity for large elegant events. She will keep the committee updated.
6. **Senior Social Tea:** Joanne shared the senior center staff will coordinate the entire tea which will host about 100 guest. The coordinator of the tea selected to hold the tea in August 2026. Updates will be forthcoming.
7. **Anniversary Timeline:** Kellie & Amanda reviewed the anniversary timeline from January 2023 to December 2025. She discussed month by month goals and expectations throughout 2023 & 2024. She mentioned according to the timeline for January 2023 through June 2023 the anniversary committee is on point. The committee is consistently working to completing stated goals slated 2023. The committee members all agreed. **Google Group/email address:** Kellie & Amanda will coordinate this project and give an update at July's meeting
8. **Adjournment & Next Meeting Date:** Monday, July 24, 2023, Stoughton Public Library, Training Rm.