

## **Bristol Bicentennial Committee**

**June 19, 2018**

### **DRAFT Meeting Minutes**

**Present:** Bill Dowey, Nancy Dowey, Al Blakeley, Hilda Bruno, Lucille Keegan, Stacy Buckley, Claire and Doug Moorhead, Les Dion, Janet Cote

**Minutes:** The minutes of May 15, 2018 and June 6, 2018 were reviewed. Al Blakely moved to accept the minutes for May 15<sup>th</sup> and June 6<sup>th</sup> as presented. Bill Dowey seconded the motion and it carried with all in favor and one abstention from Lucille who was not present for these meetings.

#### **Old Business:**

**Networking and Info Event June 6<sup>th</sup>:** Claire updated the committee stating that the sessions has small attendance but those who did attend gave great feedback, ideas and signed up for committees or committed to helping out when time came. Most added their email addresses to our list to be informed of activities going forward. Volunteers committed to helping with specific events including revival of historic play idea and parade, contests, etc. Boy Scouts, Mayhew and Mill Fudge all shared ideas of how their organizations could participate. Database will be updated with returned postcards by Janet or Claire. Claire intends to send out a personal thank you to all who attended.

**Logo Update:** Claire presented updated version of the final logo choice that will include larger “200” at top and the 1819-2019 dates in seal. Discussion continued regarding use of logo and possible use of second choice for Banners in Central Square and other large printed promotional banners. It was decided that the logo indicating Bristol 200 with Red/Blue Star would be better visual for banners after discussion regarding consistency, visual benefit, possible uses of both options etc. Hilda asked what the process would be for Bicentennial banners for Central Square. Janet explained that depending on cost of items including all banners, flags etc. they would have to adhere to Town purchasing policy and Select Board would have to approve accordingly on any expense of the committee. Al Blakely moved to accept and use 2 logos as discussed. Nancy Dowey seconded the motion. Motion carried unanimously.

#### **New Business:**

**Commemorative Items:** Claire fine-tuned the list as a result of discussion which includes use of seal logo for coin/keychain, water bottles etc. Additional thought was given to allowing business community access to logo for sale items and need for conditional guidelines or approval of items to assure they are appropriate. The town should hold to some exclusive items for sale and use for sponsors etc.

**Calendar of Events:** With communication from Info event by organizations and review of draft 2019 calendar that committee created previously, Claire brought up the need to get info from outside organizations for inclusion and promotion.

**Subcommittees and Updates:** Claire reviewed the subcommittee list and names of volunteers for each committee as of meeting. Chairs and members would be active on planning over the summer and Claire and Doug will communicate and participate with these. Hilda suggested the block party idea could be achieved in Central Square using the parking lot and park area. Claire and Janet stated they hoped to meet with both the Fire and Police Chief soon and discuss logistics, safety issues and location issues for events and if possible it should be pursued as option with businesses. Claire asked what was happening with play idea and re-enactments. Hilda and Lucille will meet with Linda Carmichael, hopefully next week and then follow up with Rebecca Rule. Hilda indicated that there may be a need for separate date for re-enactment activities rather than with August main Old Home Day event as the space needed may be an issue for all to happen at Kelly Park. The Community Events Committee would be meeting the next day and she would talk with them about it. Janet reported she had some volunteers for the Celebration Dinner so she was planning to get active with this committee soon. Bill and Nancy are working on the Kick Off (Contra) Dance. Al Blakely and others will be working on Parade, contests etc.

**Sponsorships:** To keep on track with timeline, Claire, Doug and Janet planned to work on sponsorship info in next few weeks. Doug shared information regarding sponsorships and sponsorship levels that were used in Woodstock for their events. He highlighted the levels and what sponsors received for those levels in promotion, event tickets, commemorative items etc. Titles could be Legacy, Heritage, Commemorative, and Celebratory. In Woodstock these were at \$2500, \$1000, \$500 and \$100 respectively. He asked whether this was what the committee was thinking with regard to sponsors and if levels were in line with Bristol as a community. Some felt that the \$100 level and rewards was doable with 4 tickets per family rather than 2. Janet stated that she felt the higher levels were in keeping with the corporate and other levels would work for smaller businesses and families in town if we were able to get out to them in time for funding cycles and offer similar benefits for levels. It was suggested we think about a special commemorative item for sponsors and possible plaque or something for display at their business. Claire and Doug will create sponsorship request materials and send along to committee for review/comment before moving ahead to contact business community. Committee felt that it was best if one message was communicated so did not make sense to have every committee member soliciting sponsors. Claire and Doug will be happy to visit businesses and include others if they wished to accompany them.

**Meetings:** Claire and Janet expected that no summer meetings would be necessary as they would be working on timeline items and committees would be gathering so most communication could happen via email. Claire asked if we should change day and time of meetings moving forward to make it possible for Christina Goodwin to attend. Not knowing when would be good for Christina, Janet suggested staying with same day of month for September meeting and then determining ongoing meetings at that time. After consultation with all present, the September meeting was scheduled for Tuesday, September 25<sup>th</sup>. Janet will have it posted.

Meeting Adjourned at 6:20 pm.