

## **MINUTES OF HAMPTON FALLS TRICENTENNIAL COMMITTEE DRAFT**

May 24, 2016

Meeting called to order at 1:00 pm

Attendance: David French, Ann Haggart Angelo Montrone, Judy Haskell, Dale Ohsberg, Betsy Dexter. Todd Wagner & Georgianna Swain arrived at 1:10 pm.

### **APPROVAL OF MINUTES:**

Approved with one addition: David French will check with DOT regarding red, white and blue road stripe.

### **MEMBERSHIP:**

Members present introduced themselves. Additional alternates will be Georgianna Swain, Judy Haskell (will help with chair duties), Donna Ornacki (will be on grant committee/treasurer effective in June)

### **Formal elections:**

A motion was made to elect Ann Haggart as Chair by David and seconded by Dale. The motion was unanimously approved.

A motion was made to elect Betsy Dexter as Secretary by David and seconded by Dale. The motion was unanimously approved.

A motion was made to elect Judy Haskell as Co-Chair by David French and seconded by Betsy. The motion was unanimously approved.

Swearing in of Tricentennial Steering Committee was performed by Holly Knowles.

### **FISCAL REPORT:**

As of April 30, we have \$5234.29 which does not include the Pancake Breakfast proceeds of approximately \$300.00. Ann reported that once we have committee treasurer in place, she will meet with the town treasurer to separate out payments and receipts for the committee. A motion was made by Todd to approve the fiscal report, was seconded by David. The motion was approved unanimously.

## BYLAWS:

Angelo & David have been working on By-Laws using Library and Historical Society as a guideline, but copies were not available for this meeting. They are working on a description of our committee, as well as a mission statement.

There was discussion about advantages and disadvantages of becoming a 501(c)(3). Betsy and Ann will be attending the Historical Society meeting on June 14 to see whether they will be willing to support us under their 501(c)(3) status.

## UPDATES:

Betsy Dexter 1. Donor Management Software: Most donor software requires non-profit status. Betsy suggested using Google Docs. Dale will set up templates using Google Docs to see if it is helpful for keeping track of donors, sponsors, volunteers, emails, and activities. Angelo suggested using software that is shareable.

2. Arts on the Common June 4, 2016, Awareness Table: All set with table, cash Box, donor jar, etc. We are allowed to sell leftover water from Pancake Breakfast. Bottles will be sold for \$2.00. Banner will be ready tomorrow. Phil Chura will be donating framed photo of town hall at a cost of 35.00. We will try and sell the photo for \$75.00. Motion made by Angelo to approve funding framed photo cost. Seconded by David. Motion was unanimously approved.

Ann Haggart 1. Logo Contest: Designs due by June 3. Ann has sent out numerous emails to local schools, small businesses & newspapers. There are flyers at the library & town hall, as well as a sign by the town hall. Convenient MD will donate \$500.00 to sponsor the logo contest. 1<sup>st</sup> Prize will be \$100.00, 2<sup>nd</sup> Prize will be \$50.00, 3<sup>rd</sup> Prize will be \$25.00

2. Food Group: Ann reported that the committee will meet tomorrow to brainstorm. Angelo suggested an event similar to a “Rock & Ribs” fundraiser that he has attended.

Angelo Montrone: 1. Social Media: Angelo suggested we move this topic to the next meeting as he has been spending his time on the by-laws.

OTHER BUSINESS:

1. David will research Red, White & Blue Road stripe for the next meeting.
2. Angelo will pull together a music committee meeting.
3. Motion made by Angelo to repay David \$45.00 for the cost of a new Hampton Falls Tricentennial banner. Seconded by Betsy. The motion was approved unanimously.
4. Betsy suggested some sort of “thermometer” to show fundraising progress. It was also suggested that we use something similar to a fan to show progress.
5. Betsy asked whether the Tricentennial Committee has a gmail address. Ann will see if email account has been set up.

NEXT MEETING:

Tuesday, June 7, at 1:15pm

MEETING ADJOURNED :Todd and Dale needed to leave meeting at 2:10 pm, at which time chair appointed Betsy & Georgianna to vote on any remaining items.

Meeting Adjourned at 2:30 pm