



**375th Anniversary Committee
Meeting Minutes – May 5, 2021 at 4 PM
Webex Meeting**

Attendees included:

Paul MacKay, Chairman, Tom Adams, Clerk, Susan Pokress, Melissa Litton, Richard Padova, Buzz Stapczynski, Bill Pennington and Joann Michalik.

Others present: Ann Ormond, Staff Liaison

The meeting was called to order by Chairman Paul Mackay at 4:03 PM. Roll was called.

Approval of Minutes – The minutes of the April 26 meeting were moved by Susan and were seconded by Rich. Approved unanimously by roll call vote.

Correspondence – Ann informed the committee that correspondence on varying levels of communication were received from Free Christian Church, Friends of Memoria Hall Library, Commission on Disability and Andover Choral Society. Melissa also noted that SHED was starting an initiative on 375 acts of kindness. Paul noted that he received an email from a resident, Ralph Bledsoe asking for an update on what was happening with the 375th.

Citizen input – none was received.

Event Planning Report – Susan gave an update via PowerPoint on the activities of the event planning sub-committee to date.

Action items – four locations on town property were discussed as follows:

Central Park

Ballardvale Green

West Andover – Chandler and River Road

South Andover – on 125 at the Welcome sign or the triangle at Phillips

There was a point of clarification that there can be signs on any private property.

Publicity Report – Tom gave an update via PowerPoint on the activities of the publicity sub-committee to date.

There will be a front-page story in the Andover Townsman tomorrow. The 375th proclamation will be read on the senate floor tomorrow at 11 AM. Many thanks to Senator Barry Finegold for making this happen. 375th Merchandise process is underway. There were comments made on a 1646 commemorative map as well.

Fundraising Report - Joann gave an update via PowerPoint on the activities of the fundraising sub-committee to date.

Joann reviewed the sponsorship package in detail and needs to have pictures added to the package. A potential fundraising incentive would be to offer the website as a potential sponsor – “this website is brought to you by...”

Joann asked that all committee members make a personal donation to the fundraising effort. She would like to be able to say to all potential sponsors that the 375th committee members have donated.

Chairman MacKay reported that he had spoken to the Town and they are able to provide \$5500 – 6000 for start up expenses. Paul also reminded members that the proclamation will be read live from the Senate floor at 11 AM on Thursday, May 6, 2021.

Chairman MacKay asked if there was any further business or comment. Seeing no further comments Chairman MacKay called for a motion to adjourn. Rich so moved; Buzz Stapczynski seconded. The meeting was adjourned at approximately 5:08 PM.