

# Andover 375<sup>th</sup> Anniversary Committee

## Meeting Minutes

### June 23, 2021

The full committee met in person at the Andover Town Offices. The meeting was called to order by Chairman Paul Mackay at 5:35 pm on June 23, 2021.

Role was called. The following members acknowledge they were present:

- Paul Mackay, Chairman, Tom Adams, Committee Scribe, Buzz Stapczynski, Bill Pennington, Susan Pokress and Joann Michalik
- **Chm. MacKay:** Asked if anyone on the committee received any correspondence. There was none reported.
- **Chm. MacKay:** First order of business is to approve past meeting minutes: May 19, 2021; June 2, 2021 and June 9, 2021. Motions were made and seconded. Meeting minutes approved.
- **Chm. MacKay:** Gave general update on 375<sup>th</sup> status.
  - Town has moved approximately \$50,000 over to the 375<sup>th</sup>. Funds come from unused town budgets. The \$18,000 from Andover Days is unrestricted; \$30,000 from the Fireworks fund is restricted but can be used for First Night fireworks and Community Day laser light show.
  - Town will cover all security costs at no expense to the 375<sup>th</sup>.
  - The classic car show looks like it will happen on October 17<sup>th</sup>
- **Chm. MacKay:** Introduced Joann Michalik, Chm., Finance/Fundraising for an update.
- **Joann Michalik:** Fundraising is making good progress. Forecast total 375<sup>th</sup> celebration will cost: \$237,000. Total donations-to-date

approximately \$75,000. Adding in the \$50,000 from the town, total funds now amount to \$125,000. Need to raise an additional \$112,000 to cover projected expenses.

- **Chm. MacKay:** Cited anti-aid legislation that cautions municipalities against contributing to private charities. Will work with the town on this issue.
  - **Chm. MacKay:** The 375<sup>th</sup> website donation function should be up and running in a day or two. Town (the Select Board) is accepting donations on a blanket basis; no need to approve individually. Ann Ormond getting “Tax Exempt Authorization Letter” from the IRS that will allow all donations to be tax exempt. Stock certificates are now acceptable as donations.
  - **Chm. MacKay:** Introduced Tom Adams, Publicity Chm. for an update.
  - **Tom Adams:** Reviewed current press releases, social media posts, lawn sign status and items due shortly: Memorial Hall Cookbook page text; Press Release – Andover Townsman, Andover Patch 375<sup>th</sup>; web site announcement; lawn sign push and donor/sponsor appeal. Asked by Joann Michalik if publicity could draft thank you letters to donors/sponsors. Tom Answered, “yes”.
  - Introduced Susan Pokriss, Chm., Events for an update.
  - **Susan Pokress:** The Community Day event has attracted a lot of interest. Community booths filling up. Concert series starts tonight in front of Old Town Hall and move around downtown Main St. all summer. Met with laser show vendor. Lots of great ideas. Brickstone Square will offer free parking. Ron Abraham has volunteered to do any welding we need done.
  - **Buzz Stapczynski:** Moved to adjourn, Tom Adams: Seconded
- Meeting adjourned at 6:47 pm