

**250 COMMITTEE**

**MINUTES OF MEETING**

**WEDNESDAY, SEPTEMBER 6, 2023, 7:00 PM**

**TOWN HALL, 472 MAIN STREET, ROOM 9**

**Approved 9//27/23**

Chair Trimble read the remote and virtual preamble and brought the meeting to order at 7:02 PM

Members Present: Dean Charter, Steven Crosby, (remote), Pamela Lynn, Anne Kadlec, Stephen Trimble, Mike Gowing, Suzanne Peterman, Anne Forbes, Bill Klauer, Kerri Darcy (replacing Zoey Mills as library staffer)

Members Absent: Mary Price Maddox, Robert Ferrara,

I. REGULAR BUSINESS

A. RESIDENTS CONCERNS:

There were no resident concerns expressed

B. MINUTES:

Minutes of previous meeting will be held over until the September 27 meeting.

II. NEW/SPECIAL BUSINESS:

A. HISTORY SUBCOMMITTEE UPDATE:

Lynn updated the committee: first speaker will be Robert Allison, speaking on September 25 in the Faulkner Room. Bill McKibben will be talking about his book: The Flag, The Cross, and the Station Wagon on Tuesday, September 19, at AML, facilitated by Kim Kastens. Amy Cole will be leading tours of Acton Center in the future. First walk through will be on October 12 to do a test run and gather information. Mary Fuhrer will be speaking at some point, she is an expert in documentation. Lynn will attend the Concord 250 History Subcommittee. October is Mass. Archeology Month and there will be a number of interesting Pine Hawk sponsored events. December 19 is the 250<sup>th</sup> anniversary of the Boston Tea Party and 30 libraries will be sponsoring a virtual talk "Steeped in Secrecy". Jones Tavern will be open September 24. There will be a master potter at AML on December 9 talking about Colonial Era pottery. Lynn provided an introduction to Kerri Darcy from AML. Forbes noted that Mass. Humanities was doing daily short subjects. Charter stated that speaker fees would be paid by the Town Manager's office when presented with a proper invoice and a W-9. Payment would take about 3 weeks minimum to process. Charter will procure Davis coins to be used as a thank you for speakers who waive their fees.

B. LOGO WRAP UP:

Discussion about publicly displaying the logo submittals. After discussion Kadlec moved to have logos displayed somewhere in Town Hall. Second by Gowing. Charter will have an item on the SB agenda for October 2 and the display will be ready by then. Role call vote: Forbes NO, all others YES, Approved.

C. DAVIS PLOW PROJECT:

Charter stated that \$10,000 was available from a CPA appropriation to build a better display for the plow. No work on the plow itself is contemplated due to Secretary of the Interior rehabilitation standards. New display will provide better lighting, security, and informational panels. Will Twombly provided casework and panels in the AML 1889 wing. Crosby volunteered to help. This project is not time sensitive.

D. MERCHANDISING UPDATE:

Trimble stated that at least in the short term this sub-committee would handle both merchandising and publicity to share the work load with the History Subcommittee. Gowing will chair the Merchandising/Publicity Subcommittee, Peterman and Trimble will handle all publicity, the Action Unlimited series will continue to be handled just by the History Subcommittee. Discussion of the work of the M/P subcommittee. Looking at items such as coffee cups, baseball caps, beer tumblers, possibly T-Shirts, suggestion in the committee was to look at shopping tote bags, small pins as a give-away. Charter is working on setting up a meeting with the Town Manager, Counsel, and Finance to develop structure. That meeting will not happen until at least October due to schedule issues. There are several steps to the process:

1. Develop legal/financial process with Counsel and Town Finance
2. Work with (hopefully local) vendors on pricing of procuring items
3. Work with local vendors on marketing the items
4. Decide in committee on which items and vendors to use

M/P subcommittee will work on getting a unified and regular Zoom link. Gowing will develop as sign in sheet for events to gather contact information and comments. Discussion of need to codify process for making new subcommittees and documenting decision-making process. Trimble to send out minutes of M/P subcommittee and work document.

III. ADMINISTRATIVE MATTERS:

A. CALENDAR LOOK AHEAD:

September 27, October 30, all meetings at 7:00 PM in Room 9, Town Hall

B. ADJOURN:

Gowing moved to adjourn at 9:30 PM, second by Lynn, role called, unanimous

Respectfully submitted, Dean A. Charter, Clerk