

## **ANDOVER 175<sup>th</sup> ANNIVERSARY COMMITTEE MINUTES MEETING TUESDAY, November 9, 2021**

Attendees: Marianella Chalfant, Annmarie Daigle, Catherine Magaldi-Lewis, Cathy Palazzi,  
Sue Slater, Tina Wiley, BOS Liaison Paula King

Excused: Linda Armstrong

Absent: Shirley DeFlaviis

Chairman C. Magaldi-Lewis called the meeting to order at 5:50 p.m. There was difficulty with the login to zoom. Cathy will request Amanda to make her the host and she will give all information to the team for each meeting allowing them into site. Catherine will have same information in case Cathy is not able to attend a meeting.

Chairman asked for approval of October minutes. Cathy pointed out she had typed the word "to" instead of "from" with regards to Linda's appointment to Treasurer. Annemarie made motion with that change be made and Tina seconded. Approved.

Catherine told us she had been to the Key Bank and deposited \$500 to our account. Finally, we have it! A 175th account at Key bank AND Fundraising ability!! Catherine donated the first \$20! The Fundraiser app is called "Givebutter." Might be good if each member gave a small donation - even \$5 or \$10. Catherine also sent each of you an invitation to sign on as Team Members on the Fundraiser page.

Catherine still has a lot to learn because there are so many options on this site (donor tracking, setting up event dates) we can also set up our events in the site, give event details and produce tickets! But she doesn't know how to do all that yet. It has taken me a while just to get the initial info set up.

Catherine still needs Givebutter to accept our Tax EIN code for non-profit status. Had to first list us with "Guidestar Nonprofit" organization. Givebutter verifies organizations through Guidestar. She entered all our info - but Guidestar is saying it can't find us. Have to wait till tomorrow to contact someone there since Givebutter & Guidestar work hand in hand. BTW, there is also a ton of information on Guidestar to assist us.

When Catherine's report was complete she then asked for each members reports. Cathy has attached reports from Linda, Tina, Marinella, Cathy, Paula. Discussion followed on the purchase of ornaments and other ideas to sell. Cathy made a suggestion that Linda and Marianella be in charge of this project, meet offline and once they have reached an agreement to bring it back to the committee. Catherine agreed and stated these facts.

Catherine adjourned meeting at 6:55 p.m. At that time Paula said she would like to discuss the items we were going to sell and when would we be selling. She wants to use her vendor but after checking discovered it was too expensive for our committee to take on. We will go with Linda and Marinella's

ideas once they meet and bring information back to the committee. Paula mentioned the Christmas Carol sing Parade would be held on December 18<sup>th</sup> with more cars expected to be in the parade.

Next meeting will be Tuesday, January 11, 2021. Cathy will be our host and will get the zoom and be host to make sure everyone can get in. As a backup protection, Cathy will forward information to Catherine should she need to jump in and start the zoom meeting for evening as the host.

Respectfully Submitted,

*Cathy Palazzi,*

*Secretary*

Reports attached:

Marianella Report:

---

[Preview attachment PXL\\_20211109\\_215149994.jpg](#)



[PXL\\_20211109\\_215149994.jpg](#)

[3.2 MB](#)

All,

Attached please find information about the company that the Andover PTA is using for T-shirts and hoodies. The attached file is what the PTA was charging for the specific items which are reasonably priced.

We could have a few printed for demo purposes, or have the company create a flyer for us like they did for the PTA. We can take order at the town hall, library, or perhaps via a google form and take venmo payments.

We would have to collect orders, and payments and send them to Vio's Sport Plus in North Haven. Once the order is ready, we would have to pick it up and distribute it (I suggest asking people to pick up their order from the Town hall).

Below is the site with other products that we can customize (mainly clothing)

[Wholesale Apparel, Bags and Caps | SanMar](#)

--

-Marianella

- 
- PXL\_20211109\_215149994.jpg (4 MB)
  - The company for car magnets that I was looking at is Sticker Mule.
  - My kids Swim Team Club used them in the past to create custom car magnets.

---

Linda's report:

**Linda - Report on 175 Tasks:**

**Library - Contact regarding events (story time, local author?)**

Linda contacted Amy at the Library. She will pass along our ideas to the Library Board. They are definitely interested in sponsoring some events. In fact, the plan pre-COVID was to have Sara (the mural artist) and Scott Yeomans come to talk about the mural and what is depicted on it and why. That never happened, but could still be an interesting event. (I suggested they wait to have this event until the 175th celebration).

**Historical Society** - There is a meeting next week which I will attend. I will mention the anniversary and get input from the committee on ideas for the 175th and how they would like to be involved. I think at the very least tours of the museum would be appropriate.

**Merchandise:**

The company I have been working with is Promotional Solutions, Donna Haggerty is the owner and I have known her for many years. She will work with us on discounts if we want to order more items through her.

I have not yet worked on prices for magnets, pens or clothing, as I thought Marianella was working on that. But I can get prices for those items too if you want, once I know more about the exact items we want, and quantity. Maybe Marianella can get us prices and I can see if Donna can do any better. Will all items be ordered and sold, or will we try to do an online store and only have a few of each item to sell in person? Either way, I am fine to just deal with the ornaments and calendars and leave the rest to Marianella.....just let me know!

**Calendar:**

Need to send the photos we want to use in a PDF file. They will need 3 weeks.

When do we want to start selling? Spring/Summer 2022?

Pictures - Linda will be meeting with Scott sometime in November for his input from the last time he ordered calendars, and to see examples. He used strictly old pictures. What should we do? New, old or a combination? Maybe every other month, new and old? How about a photo of the bridge for the cover photo?

How many do we realistically want to order, how much will we sell them for? I think 100 would be plenty, but I will report back after I meet with Scott to see how he did in the past. I would like to see the price set as low as possible, I think we will sell more that way. Is \$10 for a calendar reasonable?

**100 calendars = 6.96 each**

**250 calendars = 6.65 each**

### Ornament:

I'm assuming we will use the winning logo on the ornament, so we can order to be ready for Spring/Summer next year. We can decide on the color once we see the logo.

**100 ornaments = 2.54 each** Again, I am thinking 100 will be plenty, if we find we are selling fast or running out, we can always order more. Sell for \$5 each?

250 ornaments = 2.49 each

(Remember for all the promotional items, there will also be a set up charge for the logo on each item.)

That's is for this month!

Linda Armstrong  
Administrative Assistant  
University of Connecticut  
Physiology & Neurobiology  
75 North Eagleville Road, U-3156  
Storrs-Mansfield, CT 06269-3156  
Phone: 860-486-3290  
Fax: 860-486-3303

---

Paula's Report:

### Re: Andover 175th birthday celebration: Shirts, etc.

To Marianella <mchalfant@gmail.com> • CATHERINE Magaldi-LEWIS <cmaglewis@comcast.net> • Annmarie Daigle <annie2004daigle@yahoo.com> • Shirley DeFlaviis <shirleydef@aol.com> • Cathy Palazzi <nanasworld@comcast.net> • Susan Slater <susan\_slater@att.net> • Tina Wisley <tinawilsey@gmail.com> • Linda Armstrong <linda.armstrong@uconn.edu>

---

Hi all,

I contacted both my vendors I use for my clients. I have not ordered apparel in quite some time because not many events have been going on. Both vendors are telling me they have stock for shirts but they require a minimum order. So ballpark is for 12 sweatshirts to have on hand would be about \$300 that is probably more than what the committee will want to spend and that's understandable.

It was just a thought on my end to have some shirts for sale at the upcoming event (still can't share yet) to raise funds. But I understand if you would like to pass.

Take care,

Paula

---

Cathy's Report:

---

- Talked with country Garden about purchasing a 6' blue spruce for the 175<sup>th</sup> event. And they have ordered the tree for us. It will be in next fall sometime unknown at this time.
  - Spoke with Superintendent Valerie Bruneau about planting a tree at the AES next fall. Both very interested in having tree planted at AES.
  - She has told me we can plant it near the outdoor classroom area.
  - There is electricity there so that when we hold our Christmas Carol sing each December thereafter, Santa and Mrs. Claus will arrive and Santa will turn switch on to light the tree.
  - Asking Rec Commission if cocoa could be served
  - Public Works will dig the hole when needed.
  - Talking stages to receive donation from Port-A-Potties to be used during celebration at strategic spots during the 175<sup>th</sup> events.
- 

Second part of report regarding poster letter and posters created by AES.

---

- Sent a letter to Superintendent Bruneau and Principal Briody and they will have students create a poster for the 175<sup>th</sup>.
  - Each December we will gather to sing and have hot cocoa. Santa and Mrs. Claus will come and Santa will turn the lights on signifying the beginning of the Christmas season.
- 

---

Dianne Grenier's Suggestion:

Possible idea for 175<sup>th</sup>

Pet parade.

Dianne suggested this would be an inexpensive, fun and different idea.

---

Tina's Report:

## Scavenger Hunt

Welcome to our 175th Anniversary Scavenger Hunt! This is a digital hunt, that means we will not be hiding things, you will not be searching for small items or stamps or hole punches like in a traditional hunt. In our hunt you will have a list of sites to visit and items to look for but we ask only that you take photos and leave nothing behind! Post your photos to your Facebook or Twitter and tag us so they can be posted to ours. Before posting photos of any person, always ask their permission. Enjoy!

1. Find a member of the 175th Anniversary planning committee and take a picture with her.
2. Visit the Andover Library and find your favorite book, take a picture of the book or your favorite librarian.
3. Attend an event held at the Andover Fire Department and take a picture of your favorite piece of equipment or with your favorite Volunteer FireFighter.
4. Visit the Town Hall and take a picture with your favorite Town employee.
5. Attend an event at the town gazebo and take a picture.
6. Attend an event at Andover Historical Museum and take a photo of your favorite exhibit (if photos are allowed).
7. Visit the covered bridge on the hiking trail and take a photo.
8. Visit your favorite restaurant and take a picture of your favorite meal or employee.
9. Visit the Veterans Monument and take a respectful photo.
10. Visit your favorite business or farm in Andover and take a photo of your favorite purchase or employee.
11. Take a photo at your favorite event held at the ball field on Long Hill Road.
12. Learn about the Washington-Rochambeau Revolutionary Route, visit a marker. Hint: there is 1 on Hendee Rd near Route 6 and across from Andover Landscaping.
13. Visit the cemetery on Cider Mill Road and look for a large stone with Post family on it .How many names are on the stone.
14. Visit the Andover Congregational Church Cemetery. Can you find the grave stone that was damaged in the Tornado in July of 2013. Hint it is very tall, has an urn draped in fabric at the top and has the name Andrew Phelps on it.