

**ANDOVER 175<sup>th</sup> ANNIVERSARY COMMITTEE MINUTES**  
**MEETING TUESDAY, JANUARY 18, 2022**

Join by Computer: **This is zoom information for February meeting**

<https://us02web.zoom.us/j/83988337039>

Join by Phone:  
+1 646 558 8656

Meeting ID: 839 8833 7039  
Passcode: 049440

Attendees: Linda Armstrong, Marianella Chalfant, Shirley DeFlaviis, Catherine Magaldi-Lewis,  
Cathy Palazzi, Sue Slater, Tina Wiley, AHS Liaison Joan Foran

Absent: Annmarie Daigle, BOS Liaison Paula King

Chairman C. Magaldi-Lewis called the meeting to order at 5:33 p.m.

Chairman asked for approval of November 9, 2021 minutes. Chairman Magaldi-Lewis asked Cathy to change the "I" in reports to the writer's name so there would not be any confusion. Linda made motion to approve November minutes with correction. Seconded by Sue Slater. Approved.

Catherine explained the difficulty she was having with Key Bank on setting our committee up as a 501(3)C account. After discussion it was decided that Catherine would do a write up and work with Joan who will contact the Secretary of the State (SOTS) office to verify the exact steps to obtaining this account and what needed to be done. Catherine thanked the committee members for donating to the GiveButter account to show we are moving forward in our quest with a fundraiser to help support this event. Catherine expressed her disappointment that more people were not going online to fill out the link on our social media accounts. She is hoping this will soon change.

Catherine asked Cathy if we should be mailing out snail mail letters to our local businesses or email these letters. Cathy asked for a couple of days to make a clear decision and she will notify Catherine.

Catherine then discussed our Logo and asked for assistance how the committee would like to handle this. Are we going to use our current Logo or will someone come forward and design a Logo? Tina suggested friends of her daughter, Emily, whom she feels might be just the person to design a Logo for us. Catherine asked Tina if she would handle this for the committee? Tina took this project on and will report at our February meeting.

Catherine asked if Cathy was contacting our Town Attorney Dennis O'Brien to make sure on the legal aspect of insurance. Cathy will be speaking with Dennis and report back to committee in February.

Cathy suggested we could have young people from RHAM pass out a brochure on opening day to let people know what had been updated for events since the information had appeared online or in the *Rivereast*.

At that point, Catherine went through the reports and asked each member for an update. She tried to put up the **Project List** to review with the committee and Cathy said we were not allowed to click on that. There was a hold on it and Cathy will speak to Amanda and ask her to open it up to Catherine so she can share information with the team.

#### **Linda Armstrong: Ornaments**

- Linda reported on the Christmas ornaments that we will sell. She will sell them at the Farmers Market during the summer of 2022. That means she needs to make sure what we want on the ornament so they can be ordered. Linda is in contact with Wendy Kopp, owner of **Over AndOver** she will be happy to have items from the 175<sup>th</sup> placed at her store for sale to help us. Linda asked if we wanted to sell items at the Farmers Market. Shirley stated she could put any items at her booth to sell. Shirley is a vendor at the Farmers Market. Both suggestions were thought to be excellent ideas.
- Linda asked about post cards are we selling 175<sup>th</sup> ones or AHS ones? It was decided the committee will sell the post cards from AHS at the Farmers Market with our items. Catherine stated this indicates we are showing our concern for others in town.
- Linda asked about the calendar. What did people want to see on it? Her idea was adding a photo of the old and add a picture of the new to indicate to people how the town had changed in 175 years. Everyone like this idea best and Linda will put something together to show the team in February.

#### **Shirley DeFlaviis: Cookbook**

- Shirley is having her house remodeled and it should be completed in about two weeks. At that time Shirley will review her information on the cookbook, get the recipe form completed to go online. She cautioned Chairman, Catherine, she didn't think it would be feasible to have this information by February 1<sup>st</sup> but she will definitely get it done. Shirley mentioned we would not order the cookbooks until September 2022 and they would be back to us to sell in November and at Christmas time.

#### **Sue Slater: Survey Monkey**

- Sue will do a spreadsheet explaining in detail how to work on **Survey Monkey**. She will report back at the February meeting. She explained to Catherine it is easy to do and she is comfortable with **Survey Monkey** so suggested to keep using it for the survey.

#### **Opening Day: Committee**

- There was a lot of discussion on what we wanted happening on opening day. Cathy will speak to Superintendent Valerie Bruneau about having a song for opening day. Marinella suggested we could talk with the schools about their band playing. Catherine wants a big opening to get residents involved and excited about this important project.

- In Annmarie's absence, Cathy reported she thought we were going to ask the Rec Commission to grill hotdogs and hamburgers and a cake would be served. We will wait to the February meeting to hear what Annmarie is planning with regards to food.
- Shirley mentioned the food trucks used at the Farmers Market. Amanda is a good source and knows the name of these people to call.
- Music was discussed and Cathy suggested Tony Susi and Linda offered to speak with him as she talks with him on a regular basis. Paula King has offered her band to play and others are being looked into. It was suggested both Amanda Gibson and Carol Lee are excellent resources for entertainment bands.

#### **Marinella Chalfont: Passport and 50/50 raffle**

- There was discussion about using a "**Passport**" to have certain events filled in that one might attend. At the closing day ceremony, a number would be picked and the winner receives a gift basket filled with various items as well as gift cards. Marinella will work on this.
- Marinella presented an idea on raising money and that was a **50/50 raffle**. Cathy said she uses that at every senior luncheon program to raise money for the support of the luncheon program. It is a huge winner and people like to do it because it is so easy. Cathy suggested Marinella use this at every one of the big events as she would definitely make money on this. Catherine assigned Marinella and Cathy to work on this.
- Marinella and Shirley will work on the Closing Ceremony with regards to the drawing. Suggestions were made about gift cards and a gift basket. They will report at our February meeting.

#### **Tina Wiley: Scavenger Hunt**

- Tina reported on the organization of her 14 items for the scavenger hunt. Sounds like a really good idea to the committee. Catherine stated it definitely was but she would like to see a little more challenging items for the people to find. Tina will work on this and report back at the February meeting.

#### **Joan Foran: Items**

- Joan will look into the Key Bank issue with Catherine and report back in February.
- Joan had to leave the meeting at 6:40 pm in order to prepare for the AHS zoom at 7:00 pm. She forwarded the zoom information to the committee to join if they had time.

Next meeting will be Tuesday, February 8, 2022 at 5:30 pm.

Meeting was adjourned at 6:48 p.m. with a motion by Shirley and seconded by Linda. Adjourned.

Respectfully Submitted,

*Cathy Palazzi,*

*Secretary*