

Scarborough 350th Anniversary Committee
Steering Committee Meeting
Tuesday, January 11, 2004
7:00 P.M. Scarborough Municipal Building, Council Chambers B.

Attendance: Mark Maroon, Rich Murphy, Carol Rancourt, Dale Temm, Susan Snow, Alan Cardinal, Annalee Rosenblatt

I. Call to Order

The meeting was called to order by Alan Cardinal.

II. Approval of Minutes

The minutes of the last meeting were mistakenly taken when the secretary had to leave the meeting. They will be forwarded by e-mail.

III. Marketing Committee

Dale Temm noted that the marketing committee had just met and since we were all present no additional report was necessary. She did pass around the coins from the 300th celebration and discussion began as how to use these in marketing coins for the 300th. Could these be part of a set that we sell?

Additional ideas such a selling bricks for a walkway in the new park and burying a time capsule as an event that could be undertaken with little effort and in the near future. No decisions were made.

IV. Program Calendar Planning

Rick Murphy will be coordinating events, assist in getting people on board for various events, and keeping a calendar of ideas so that we do not lose ideas and so that multiple events will not be planned by groups on the same date or too close to the same date.

V. Areas of Responsibility

We still need committee members to be the “go to” person for vendor selection, sponsorship support, insurance, protocol and budget.

VI. Attendance

There was a discussion regarding attendance, obligations of committee members, focus of this committee and commitment. There is some interest in looking at attendance requirements of other Town committees and decide whether those requirements apply to this committee.

VII. Vice-Chair

The Chair suggested that he would like to combine the officers of Vice-Chair and Treasurer. There was some discussion and concerns expressed such as would this be too much for one person. The Chair suggested that he needed a backup and the Treasurer had already been serving in that function for him and he would like that to continue. The Chair agrees that this arrangement would have to be re-visited later on. Mark Maroon moved to nominate Annalee Rosenblatt for position of vice-chair. Rich Murphy seconded. The vote was unanimous.

VIII. Logo Content

This item will be on the February agenda.

IX. Scarborough Leader

Jay has been approached to be interviewed by the Scarborough Leader. The Committee agrees he should go ahead and do this.

X. Russian Children's Circus

Rick Murphy moved to sponsor the Russian Children's Circus this spring. Alan Cardinal seconded. Voted unanimously. Annalee will contact John Cahill about doing this in conjunction with Gym Dandies. We are to attempt to hold this in conjunction with Topsham to minimize the costs.

XI. Winterfest

Dale needs people to sell calendars at Winterfest. Carl Rancourt agreed to help with this.

XII. Treasurer's Report

Annalee Rosenblatt reported revenues to date of \$19,265, \$3,915 of which as generated by calendar sales. Expenses for the calendars were \$6,239.85. This was a loss of \$3,055.18 on the calendars. Cash on hand is \$11,944.82.

XIII. Adjournment

The meeting was adjourned at 9:15 P.M/

Respectfully submitted,

Annalee Rosenblatt
Secretary Pro-Tem