

Scarborough 350th Anniversary Committee
Steering Committee Meeting
Tuesday, February 12, 2008
7:00 p.m. Scarborough Town Hall

1. Call to order

The meeting was called to order at 7:00 p.m. Present were Annalee Rosenblatt, Johnna Dionne, Brian Dell'Olio, Lisa Downing, Bill Reichl, Susan Higgins, Hannah Libby, Judi Clancy, Karen Vachon; Sylvia Most and Gerry Pomerleau

2. Secretary's Report

The minutes of the January 9, 2008 meeting were accepted as presented.

3. Treasurer's Report

Annalee gave the treasurer's report on Alan's behalf. Year to date, there are very few expenses. Gina, the town bookkeeper, is updating the 350th account numbers. We did not receive an updated treasurer's report. \$38,930 is invoiced and of that, \$32,840 is collected. \$300.00 has been spent on postage/ mailing books to out of state purchasers.

Judi reviewed the proposed budget which was then accepted by unanimous vote of the committee. This is based on a two year fiscal budget.

4. Chair Update

Annalee Rosenblatt reported:

- a) Since Jan 9th meeting, only one more map has sold. We have, however, broken even on map sales.
- b) Approximately 280 books remain unsold and are stored at Scarborough Downs. A lengthy discussion regarding the option to either reprint hard covered 350th books or offering a less expensive soft cover version took place. It was determined to table the discussion to a later date.
- c) A Retail Group is being created and several interested parties will be meeting in late February. The plan is to have this group take over the function of all merchandise sales for items related to this event.
- d) Professional photography for the celebration was discussed. Tim Byrne approached Annalee about being the event's professional photographer. Annalee requested a proposal from him. Others in the community may also be interested in this opportunity.
- e) The town has planned an Open House for the unveiling of the Town Hall renovations in March. Date TBA. They requested either a map or book to donate for a raffle. We will donate a map for this event.
- f) Portland Symphony Orchestra – a motion was made, seconded and unanimously approved to not pursue the PSO for our event.
- g) Scarborough School Art Show-20th anniversary. This year's theme is 350th history. Show will take place sometime in the spring. Date: TBA

5. Event planner update

a) Sponsorship updates include: Hannaford 35,000 , IDEXX \$500.00, Piper Shores \$1,500.00, Norway Savings \$5000, Mark Diamond \$1,500 (requested road race) Eddie Woodin \$10,000 (fireworks); Saco and Biddeford savings \$4- \$4,500.0. We discussed running photos in the local paper, of the different organizations donating checks. It will be great publicity and may encourage other establishments to sponsor as well.

b) Banner Sponsorships- all banners must pass the “straight face” sponsorship test. Banners also raised the issue of ordinances. We already have a “mass gathering” ordinance but we may need specific ordinances for the parade and banner placement in the town. Sylvia reported that she may be able to secure a 350th specific ordinance which will allow some flexibility and exemption from the normal regulations. She will report back to us on this at the next meeting.

c) Greg Laggerquist has agreed to “MC” any portions of the event that we request.

d) Summerfest Vendors; we discussed the profit vs. not profit options. We Discussed which vendors should get priority status and it was preferred that we would first look to non profits; then local commercial vendors and finally other commercial vendors. We discussed the difficulty of non-profits being able to meet the demand and how that should be handled.

e) Local newspapers will run a 350th schedule of events. There was a discussion regarding paying someone a stipend to design a program. There is the possibility that MMC could print a program for us at no cost.

6. Entertainment update

- a) All contracts have been mailed. So far, one already returned. Once they have been returned Johnna will present to the Executive Committee for approval.
- b) Sponsorship of the Friday night dance by Portland Radio Group did not come through as they do not have any DJs who do this type of event. Wavelength will be presented to the Alumni Group as a possibility to perform at the Dance on Friday night. This option is offered at a significant discount of \$1,200.00.
- c) Johnna is in negotiations with Rustic Overtones for the Saturday night headliner performance. The negotiations are complicated by an out of state agent; possible scheduling conflicts and price. She continues to investigate this option as it would be a huge crowd pleaser.

7. Village update:

At 9 pm the Village update was requested.

Lisa quickly reported that the village is “on track”. Pat and Lisa continue to firm up plans and nail down details and logistics with each demonstration participant/organization that will be featured in the celebration village/park.

8. Next Meeting:

The next meeting of the 350th Committee will be held on March 11th, 2008 @ 7:00 pm.

There being no further business, there was a motion to adjourn at 9:20 p.m.