

Scarborough 350th Celebration

Scarborough 350th Anniversary Committee

Executive Committee Meeting

Tuesday, November 9, 2004

6:30 p.m., Scarborough Municipal Building, Council Chambers B

I. Call to Order

The meeting was called to order by Chairman Cardinal at approximately 6:35 p.m. Executive Committee members present were: Chairman Alan Cardinal, Vice Chairman Shawn Babine, Treasurer Annalee Rosenblatt, Correspondence Secretary Terry Babine. Other Steering Committee members present were Richard Murphy, Carol Rancourt, Jay Bishop, Patricia Dunn, Dale Temm, and Sylvia Most.

II. Contract finalization – In Any Event

Ms. Rosenblatt provided a summarized review of the progress made in completing the contract negotiations with Jay Bishop and In Any Event. Contract is pending signatures from both parties. Both parties are in agreement with the terms and conditions of the contract.

Next phase: Contract includes provisions that require Jay Bishop to be integral in fundraising efforts. The Steering Committee is responsible for setting all meetings with contributors. Vice Chair Shawn Babine will be the primary contact point in scheduling meetings.

III. Financial Report

Ms. Rosenblatt provided an outline for financial reporting. The checking account balance is \$2,510.72; savings account balance is \$13,500.83 – \$0.83 cents has been in earned interest. Total cash on hand is \$16,011.55.

Ms. Rosenblatt informed the committee that all payables have been made, with exception to Brown Fox Printing in Scarborough. Brown Fox was the chosen vendor for printing the 2005 Historical Calendars.

IV. Adjourned

Motion by Shawn Babine, seconded by Alan Cardinal to adjourn the Executive Committee at approximately 7:05 p.m.