

Community Events Committee
Meeting Minutes
February 19, 2014

Committee Members in Attendance: Les Dion, Barbara Greenwood, Hilda Bruno, Christina Goodwin, Joe Denning, Lucille Keegan, Marjorie Gorman

Others in attendance: Janet Cote, Amy Kench

The meeting was called to order at 9:12am.

The main intent of this meeting is to look at establishing a mission statement or purpose and some guidelines for the Committee and others to follow. Les recommended that we look at the Kelley Park Master Plan for a sample of a mission statement. Originally this Committee was the Old Home Day Committee and over the years it has morphed into an Events Committee. At this time, the Committee is looking to create a “handbook” of events or a master list with the intent of this Committee being the fulcrum or main committee and directions out to other smaller committees. Each of these smaller committees would be reminded that if they pick up an event then they need to continue through with it. One person from the Main Events Committee would be assigned to each sub-committee to keep it “in line”.

To establish this “handbook”, the Committee will take all of the events that we sponsor, events the Lions Club sponsors and any other events that may need to be included, and put together the master list. The master list will indicate the following: who is involved in the event, contact information for the event and a type of checklist for event sponsors to utilize. Joe has a copy of the checklist that the Circus uses and will get a copy to the Committee. Christina will scan and distribute for Joe.

In addition to the planning, it would be nice to get Town Department’s to have representation on the Committee. In past years, the Minot Sleeper Library has participated. The Trustees will talk with the Librarian. It was also recommended to talk to the schools to get the PTO type groups to participate.

Lucille reminded the Committee, that in 2019, the Bicentennial event is here. After discussing the bicentennial, the Committee is recommending that we start putting money aside; to create a Capital Reserve Fund over the next few years. It is also a good idea to make all the events of the year center around the bicentennial theme.

The Committee will come back to the next meeting with ideas on the mission statement and/or purpose statement and we will begin setting the foundation for the “handbook”.

Having no other business to conduct the Community Events Committee was adjourned at 9:52am. The next scheduled Committee meeting is March 19, 2014 at 9:00am at the TTCC.