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TOWN CLERK

**Meeting Minutes**

300<sup>th</sup> Special Meeting Minutes

Town Hall Break Room


Monday, August 19, 2019

6:00 pm

Present: Beth Maguura, Cooley, Pat Slattery, Faye Scussell, Jean Beckley, Brenda Simons, Teri Armelin, Blake Hatch, Donna Wright, Ann Rosi, Carrie Cichocki, Paul Burns, Richard Hartenstein, and Amber Wakely

1. **Establish Quorum and call the meeting to order:** Quorum was established and chair, Amber Wakely called the meeting to order at 6:04pm
2. **Review of Special Meeting Minutes from August 12, 2019:** Blake Hatch mentioned a correction: he has requested summary of overall activities for the 300<sup>th</sup> events not for this meeting. Blake made a motion to approve minutes, and Teri Armelin seconded the motion; unanimously approved by all members.
3. **Anniversary Parade and Celebration**
  - \* Update on registered participant entrants- Amber stated 25 groups have registered for the parade
  - \* Logistics update of Stafford Motor Speedway- Amber provided a schedule of events the day of including both the parade and celebration. The group discussed where to put a viewing station and the final route of the parade. Cooley stated that exhibitors will need a 10x10ft space including their 6ft table for displays in the exhibition hall.
  - \* Activities schedule/update- Amber stated that furniture caning, blacksmith, temari, wood carving quilting; old fashioned games- pie eating contest and colonial projects for kids are some ideas. Ann Rosi mentioned that she will be contacting Frank and Claire Niederwierfer in South Windsor regarding a re-enactment.
  - \* Anticipated needs- Paul Burns has been contacting a few businesses for display cases and will continue to pursue quotes for the display cases to be used at both the exhibition celebration and the October historical event at Memorial Hall. Amber has contacted Channel 3 for advertising. Jean Beckley will be distributing a press release with local publications and local radio stations. Amber stated she would like to purchase bright t-shirts to distinguish volunteers. She will be reaching out to local community organizations for trash pickup assignments. Volunteers will still be needed the day of.
4. **Swag & Memorabilia-** Amber will be ordering coins. Amber mentioned that since the last meeting, Amy Hartenstein will be obtaining quotes for tote bags, mugs, and t-shirts. The group discussed that these will be needed for Farm Day September 8<sup>th</sup>.
5. **November Community Breakfast-** the group discussed location options for November 17<sup>th</sup> and will have further discussion after the parade.
6. **Set the next meeting date-TBD**
7. **Adjournment-** Paul made a motion to adjourn and Rick seconded the motion.

Regards,

  
Carrie Cichocki