

**Town of Simsbury**  
**350<sup>th</sup> Anniversary Celebration Committee Meeting**  
**Wednesday, July 24 3 pm**  
**Eno Memorial Hall**

**Present:**

**Committee Members:** Kris Barnett, Lisa Gray, Jean Sumner, Judy Knight, Ieke Scully, Wendy LaMontagne, Anita Mielert, Dana Valdez, Deeg Mackay, Donna Sennott, Joe Buda, Tara Willerup ...(I apologize for not sending around a sign-up sheet)

**Town Staff:** Library Director, Lisa Karim

**Call to Order/Minutes:** Kris Barnett called the meeting to order at 3:00pm. Minutes from June 19, 2019 accepted.

**Public Audience:** None

**Volunteer positions:** The group was asked to please consider who they know to fill the following positions:

- Chair for Simsbury Day @ Septemberfest
- Chair for Merchandising
- Chair for Fundraising
- Safety Coordinator – maybe a Police Officer or member of the Volunteer Fire Dept.

Kris Barnett is going to create “Job Descriptions” and forward to the committee. Committee members are asked to put these descriptions on their FB page or use other means to find people to help in these capacities.

**Marketing:** The final logo, outreach letter and list of Simsbury organizations was distributed for discussion. Letter is to be sent out once Sponsorship levels (for businesses and patrons) have been finalized.

**Budget:** Lisa Karim stated that we do not need to submit budget detail for each event to the Board of Selectmen.

\*Opening Ceremony (Sunday, May 17, 2020), expecting a lot to be paid for with donations for organizations and businesses.

\*River Day (Saturday, June 27, 2020), expecting a lot to be paid for with donations like said above.

\*Simsbury Day @ Septemberfest (Saturday, September 13, 2020) – PAC on board to have this day be “Simsbury 350 Day.” Details to come.

**Role of Treasurer:** There is someone willing to volunteer for this position. We will accept her help and will introduce her to the committee soon. This person will oversee funds, billing and coordinate with Town Hall.

## **Committee updates**

\*Opening Ceremony (First Church of Christ): Order of Events: Some “hoopla” as people enter the church, Welcome, Songs, Pageantry, Dedications, Words from the Governor. Topics to be included: Commerce & Manufacturing, Agriculture, Village of Simsbury. A Program will be produced for this event. A tree slice with historical moments is in the plans to be created by the SHS wood shop and History Department. Also discussed is having local church choirs or SHS choir be present for the sing-a-long portion of the program. Walk to the new park at Drake Hill Bridge to plant a tree near the tree that is 350 years old. Walk back to either Palmer Hall or Ensign House for a reception, under tents, weather permitting. Anita will confirm reservation of the Park for this use. Church is already reserved. A rain plan will be created. Visual equipment, refuse collection and restroom facilities were discussed. This “ticketed” event will allow for 400 in the church and 70-100 in the chapel, if necessary. Question is, can the program be fed to this other location.

\* River Day – a map of Simsbury was distributed that showed all locations of River Day event. Rules and regulations for “Huck Finn” Race are being developed. Salters is considering giving use of buses for free for this event.

## **New Business:**

\*There was discussion of Simsbury 350 swag (tshirts, car magnets, etc.). Once created, these could be sold at events in 2019 (Septemberfest, Simsbury Celebrates, etc.). If items are not available in 2019, a booth/tent could be set up for raising awareness of the 2020 events. Lisa Karim will talk with the town’s Finance Director on how to go about selling, keeping track of funds, etc.

\*There was discussion about Social Media coordination – Diana Moody will be in charge of this. Joe Buda mentioned we should consider involving Simsbury Tourism to make people outside of Simsbury aware of these events.

**Next meeting date** – August 7, 2019, 3pm - Eno Memorial Hall, second floor, south side conference room

Adjournment at 4:03pm

Respectfully submitted,

Polly Rice