

Reading 375 Minutes Sept. 14, 2017

RCTV 7pm

15 people

Action Items

1. Create letter requesting donations, thank you letter
2. Create bank account
3. Diane re: trivia night
 - a. Fundraising Committee
4. Follow-up with particularly interested people/organizations (Alan)
5. Steering Committee executive meeting
 - a. General budget

Minutes

1. Streetfair Recap
 - a. Estimates of 10-15,000 total people
 - b. Gave out ~500 info cards and approximately 200 mailing list signatures
 - i. Starred names are of particular interest
 - c. Wayfinding Grant - Interested in 375 logo as a "town logo" (didn't know it was created for 350th)
2. RCTV Fiscal Sponsorship
 - a. RCTV Board of Directors has officially agreed to be sponsors of Reading 375
 - i. Collect donations, fundraise
 - b. RCTV not taking percentage
 - c. BOD President has entered an agreement with Alan as acting chair
3. Community interest
 - a. Reading Community Concert Band
 - b. Reading Community Singers is 100 anniversary in 2019 and wants to do a combined event
 - c. Marines want to be involved
 - d. Follow-up with starred people and most interested parties
 - i. Jane Burns
 - ii. Militia contact
 - e. American Antiquarian Society: beer garden
4. Fundraising
 - a. Businesses interested in donating
 - i. Analog Devices in Wilmington
 - ii. Eastern Bank
 - iii. Reading Coop
 - b. Souvenir program (\$1) with shoutouts to specific donors
 - c. Levels of donation/sponsorship (naming a tent)

- d. RCTV is a 501(c)3 so shouldn't be an issue for getting funds from Celebrations Trust - might need to work out the semantics to make sure RCTV
 - i. January 1-April 15th for Celebrations but could be altered
 - e. Fundraiser Committee
 - i. How much do we need?
 - ii. Trivia night - at RCTV
 - 1. Diane Wilson; Nancy Doktor; Margaret O'Sullivan; Eileen Barrett (Library)
 - a. October 19, or November 2
 - b. Can buy a table or make a singles table
 - c. RCTV, local restaurant, Senior Center
 - d. License for alcohol (RCTV would need one, bar would have one?)
 - i. 50\$ one day liquor license for selling
 - ii. No fee for serving for public event
 - iii. Certified bartender (Horseshoe)
 - e. Reading can be a category but shouldn't be the whole plan
 - 2. Open Mic night - Kennan, Ryan, high school students
 - 3. Jane Burns from Council on Aging for art contest
 - a. Kurt Habel help with Senior art show
 - b. Various age categories
 - c. Reading Art Association - can they sponsor the art show?
 - d. Winter event - inside
 - 4. Dancing with the Realtors
 - a. Square Dances/regular dances for kids/parents
 - 5. Upcoming events
 - a. Downtown Trick-or-Treat (October 25)
 - b. Tree for Festival of Trees
 - c. Holiday Open House - sell *At Wood End?* (December 3)
 - d. Tree Lighting
 - e. Shop the Block
 - 6. Muffin & Mug fundraising was successful for 350th
 - 7. Christopher's Breakfast for Dinner
 - f. Options for fundraising events: High School Performing Arts Center, RCTV, bar in town, Knights of Columbus, Camp Curtis Guild; Christian Science Center; Unitarian Church; Jordan's for functions on Sunday nights; Senior Center; Legion; Masonic Hall
 - i. How many people can we fit in RCTV?
5. Committee organization
 - a. Steering Committee update
 - i. Phil, Catie, Alan, Amanda, Laura, Ace
 - 1. Need to come up with a general budget
 - b. Fundraising Committee
 - i. Nancy Rushworth; Diane Wilson
 - c. History/Book Committee
 - i. Kurt Habel
6. Woburn having 375 this year

7. Timeframe
 - a. Generally agreed for Spring
8. Ball - have part of it in the field house and a tent on the outside track
 - a. Figure out how to get kids/teens involved