

Middlebury Bicentennial Committee

Minutes of Meeting held on October 25th, 2007

Shepardson Community Center

Present: Chairman Raymond Pietrorazio

Members present: Terrence McAuliffe, Robert Desmarais, Ronald Vitarelli, and Dennis Small.

Others present: Edward Noonan, Robin Fenn, Robert Rafford.

1. **CALL TO ORDER:** The meeting was called to order by Chairman Raymond Pietrorazio at 7:07 p.m. with Pledge of Allegiance.

2. **Minutes:** The minutes of the September 6th, 2007 meeting were reviewed and motioned by Ronald Vitarelli to accept, seconded by Robert Desmarais, and unanimously accepted.

3. The **Bicentennial Ball** was reported by Robert Desmarais because Lou Orsini was in Italy. Mr. Desmarais called the ball an outstanding success due to the hard work of Lou, Betty Proulx, and the great staff of the Crown Plaza. More than 450 people attended and there was a profit of \$2,987.86 after all bills were paid.

4. The **Bicentennial Gala Picnic** was also reported by Robert Desmarais. Mr. Desmarais noted that Quassy did a great job and kept the food going past the cutoff time to accommodate late arriving guests. Mr. Desmarais declared the fireworks outstanding and all agreed. Overall there was a loss of about \$5,000 after all bills were paid.

Summing up all the bicentennial events Raymond Pietrorazio said “Mission Accomplished” and Robert Desmarais agreed that the committee had offered a variety of events that were accessible to everyone.

5. An **Accounting Status** of the Checking Account was distributed by Dennis Small and reviewed by the committee. A Balance Sheet/Income Statement was distributed by Edward Noonan.

Raymond Pietrorazio opened a discussion on the timing of closing the books. He suggested year-end 2007. There was some discussion on paying back the town “seed money” and Mr. Pietrorazio suggested that the committee wait until we reviewed the 501(3)(c) Articles of Incorporation.

6. **Commemorative Items** was discussed with regard to discounted pricing. Mr. Pietrorazio summarized the agreed pricing: Sweatshirts \$10, T-Shirts \$5, Golf Shirt \$15, Hat \$5, pewter ornament \$5. The wine glasses will remain at \$5 and the coin medallion will stay at \$15.

The video will remain at \$25/\$20(senior) but Mr. Pietrorazio asked for a motion to accept a suggestion by Jane Gallagher to provide a \$30 price for the Bicentennial Video along with

the Chauncey Judd Video. Mr. Vitarelli motioned and Mr. Desmarais seconded with unanimous approval. These prices are for Park&Rec, Town Clerk, and Library. Robert Desmarais noted that the library display of commemoratives will come down October 31.

7. Terry McAuliffe reported that the **Chauncey Judd** video is being sold at the library for \$15. Out of the 20 DVDs purchased, 10 are on sale at the library and one was presented to Ann Polina of Westover as a Thank You. Mr. McAulife noted that his wife Arlene had personally presented copies of the DVD to producer Marla Truini and writer/director Robin Frome.

Mr. McAulife presented an accounting of the Bicentennial video sales, showing inventory levels at selling locations and unsold stock. Ronald Vitarelli proposed that a similar accounting be done for the other items, Robin Fenn will do the coin medallion, Mr. Vitarelli will do the glasses and pewter ornament, and Mr. Pietrorazio will do the clothing items.

8. After some discussion, the **Dissolution of the Middlebury Bicentennial Committee** was postponed indefinitely into 2008, to allow for financial reporting, etc.

New Business

1. Ronald Vitarelli reported that the house tour organized by Edite Calabrese had brought in \$4,000 of profit for the committee. He noted that if that was added to the \$3,000 cost of the house tour then it would be comparable to a platinum sponsorship. Mrs. Calabrese proposed that each house host be given a DVD of the photos at her expense. Mrs. Calabrese asked Ron if the committee would agree to purchase a \$100 gift certificate for each host house. After some discussion Ron moved that the DVDs be given as a thank you but not the gift certificate. Dennis Small seconded and it was unanimously agreed.

2. Ronald Vitarelli proposed a stipend of \$500 to Dave Marselinas for the amount of work in doing the photography. Mr. Marselinas had only charged \$100 fee per shooting but had spent much time and material beyond that fee. Mr. Vitarelli motioned the \$500 stipend, Mr. Small seconded and it was unanimously approved.

3. Robert Desmarais reviewed the criteria for thanking sponsors, especially Joe Dinova for the Concert at Four Corners. After some discussion it was agreed that the concert cost exceeded \$5000 and was equivalent to a platinum sponsorship. It was agreed that the house tour and Fire Department events did not have those costs and had utilized internal fund raising. Raymond Pietrorazio suggested that certificates of thanks were more appropriate to that type of support.

4. Robert Rafford reported that the photo contest was very successful and that the costs were lower than expected because some categories had no entries. Dr. Rafford complimented Shutter Speed Photo for all the work and material in mounting the winning photos for display. Dr. Rafford also complimented Dana Osborne on the valuable services he provided. Raymond Pietrorazio again pointed out that certificates of thanks were appropriate to that type of support.

Adjourn

There being no further business before the Committee, the Committee adjourned the meeting @ 9:05 p.m., by motion of Ronald Vitarelli, seconded by Robert Desmarais, and unanimously voted in favor.

The next meeting date will be Thursday November 8th, 7:00PM.

Respectfully submitted,

Terrence McAuliffe

November 6, 2007