

375th Anniversary Full-Committee Meeting
March 14, 2022
Andover Town Offices (In-person)

Attended: Buzz Stapczynski, Chm., Tom Adams, Committee Clerk, Rich Padova, Melissa Litton, Susie Pokress

Buzz Stapczynski: Called meeting to order at 5 pm EDT; no roll called; no correspondence; no public attendees. Melissa Litton advised that she has communicated with John Hess, President of A. V. I. S. regarding Ryan Wheeler, Peabody Museum of Archaeology presenting at the A. V. I. S. Annual Meeting on April 12, 2022.

Buzz Stapczynski: Discussed 375th budget reconciliation. Current balance on hand is \$31,299 (\$20,986 375th balance + \$10,313 in Andover Days funds passed through from the Town budget). The 375th spent \$5,050 with Minuteman Press for printing expenses thus far.

Buzz opened conversation on the remaining 375th events.

- Employee Thank You Event: Buzz advised that the town will not fund town employee thank you BBQ at the town's Campanelli Drive facility. Event (cookout - hamburgers & hot dogs) is low cost +/- \$1,500. 375th can ask Robb Center to cater BBQ event.
- 375th Sponsor/Volunteer Thank You: reviewed Joann Michalik's attendee estimate - 20 donors (over \$500); 11 gift card donors; 10 volunteers; 14 375th staff; 10 Town management; 3 Select Board and unknown 3 (undetermined as to whom) from the media - total estimated attendees 70. Discussed possible venues - Old Town Hall; Palmer's Restaurant; Lillian Montaldo's roof top veranda. Melissa Litton will reach out to Lillian. Melissa also working with Ryan Wheeler at the Phillips' Peabody Museum to host the event. Melissa is trying to schedule a meeting at the Peabody to ascertain if the site will work given number of estimated attendees, catering options and general logistics. Budget to be determined, say +/- \$10,000. for now.
- Presidential Visits exhibit @ Memorial Hall - April 3rd: Rich Padova has this organized and is coordinating with MHL. On display throughout April will be presidential memorabilia from Rich's personal collection. Tom Adams: Need to develop media plan ASAP.
- Historic Church Walking Tour/South Church concert Saturday, June 18th: Rich Padova is working with the History Center (ACHC) on script for walking tour. The following concert at South Church is funded at \$3,500. Meeting at ACHC tentatively scheduled for May 11th at 10 am. Rich will confirm.

- Memorial Day Parade: Buzz is waiting for feedback from parade organizers to determine the level of 375th participation.
- July 4th at The Park: discussed several ideas that the 375th can add to the celebrations at The Park which the Town may be organizing – inviting the Middlesex Concert Band; the Horrible’s Parade (Officer Ota and Ann organizing); a “bubble wrap stomp” using the bubble wrap left from the First Night event. Idea is to line the parking lots adjacent to The Park.

Buzz called for a motion to adjourn – Melissa Litton moved to adjourn; Tom Adams seconded. Meeting adjourned at 6:25 pm EDT.