

## 350<sup>th</sup> Anniversary Coordinating Committee

Nov. 4, 2021, Trinitarian

### Minutes

**Members Present:** Stacy Bond, Bill McGee, Lindsay McCarthy, Joan Stoia, Steve Stoia, Pat Shearer, Brian Brault, Rhoda Yucavitch, Susan Ross, Mary King. **Not present:** Alex Meisner, Martha Morse, Christine Harris, Carol O'Brien. **Volunteers:** Bruce Kahn, Kackie St. Clair, Nina Colombaro, June Moran, Mary Key, Scott Key, Michael & Carrie Kline.

**Call to Order:** 6:30 Bond. **Minutes** 10/27/2021 passed unanimously with one question, motion Shearer, second Yucavitch.

**Children/Education discussion:** Shearer said that a group of 4 attendees (Mary Mayshark-Stavelly, Nina Columbaro, Deb Wood, Pat Shearer) met to brainstorm ideas. Monthly programs for children will be held. King suggested cooperation with other groups like PTO (already happening), talking with Matt Atwood of the library (as suggested earlier by Ponce-Castro), and the possibility that the Klines' project, which would soon be discussed, might be a way to include young people. Kahn said that he welcomed "cross-pollination" between the Children/Education focus group and the Entertainment focus group.

**Carrie and Michael Kline:** "*Listening for a Change*" is the way the Klines describe the community listening and documentation projects that they do under the business name Talking Across the Lines. Their interviewing methods, which they can teach to a group of about 20 people over a weekend, rely on giving permission for the interviewee to tell their own story in their own way. The Klines have written an application for a Northfield Cultural Council grant for \$500 with the help of the Community Engagement group. They will do a training for local people interested in getting individuals involved in telling their own stories as a way to capture history and people's lives in Northfield, and to keep people engaged in our history long after our 350<sup>th</sup> year. The training will be a total of 10 hours at the Centennial House on May 1 and May 15, 2022, for up to 24 people. Students are welcome to participate. Discussion of this project concluded that this can help Northfield deal with the losses of so many community landmarks that we have endured. The memories elicited can also be turned into songs, poems, or a dramatic reading (Lucinda Kidder). There may be a small fee for the training, or a donation jar at least.

**Committee organization:** Brault said that the language of having voting committee members and nonvoting volunteers may be misinterpreted as implying exclusiveness, but that isn't how the Northfield 350<sup>th</sup> Anniversary Committee works. The town needed to name a group of people to be on the committee for the sake of organization and delegating responsibility, but the heart of the 350th is its volunteers. Ideas, creativity, energy, and a lot of work is what the volunteers bring to each meeting, to the focus groups, and ultimately to the events that will mark 2023. The appointed members can be referred to as the steering committee, and they have a responsibility to attend all meetings, to do the core organizational work of the committee, and to vote on town business after discussion by all in attendance at a meeting. The steering committee should have an uneven number of members to minimize the votes. Brault and other officers recommend that the steering committee be limited to 13 appointed members with priority being given to coordinators of focus groups. Inactive members currently on the steering committee are urged to step down to volunteer status so that members who can attend and participate fully are able to. This will mean a quorum is 7 members. Any meeting, focus group included, where 7 steering committee members are present must have posted notice to the town



48 hours in advance, so be conscious of who will be attending your meetings. We value the ideas and work of everyone, so if a member steps down please stay with the 350<sup>th</sup> as a volunteer. A **motion** was made by S. Stoia to adopt a steering committee membership of 13, seconded by Shearer, and passed unanimously. On occasion actions must be taken quickly, without benefit of a steering committee meeting. Shearer made the **motion**, seconded by King, that if timely action is needed the chair or vice-chair has the authority to act and that the issue will be brought to the steering committee at the next meeting, and that if finances are involved it will not exceed a commitment of over \$500. The motion passed unanimously. Discussion followed the vote as to whether funding through a grant would require this amount of caution since fundraising is a major goal of the Community Engagement focus group and grant money is different from money coming from the municipal budget. This discussion could be continued later.

Discussion of whether Focus group notes should be posted on the website took place. Negatives include the need for a certain amount of privacy if donations are being sought and strategies discussed. Those focus groups that do keep notes are invited to post them on Google Drive, but no requirement was added at this time. Brief verbal updates from Focus coordinators are expected at each 350<sup>th</sup> steering committee meeting.

**Handling projects:** nothing new.

**Data management using Google forms:** discussion of the project planning form included increasing its user-friendliness, having a place for a project title, and including an option for printing off and mailing it. Brault asked that we test it and let him know by email.

**Treasurer's report:** we have two months to prepare our budget proposal for the town warrant, and prepare to defend it before the Finance Committee. Projects should be submitted soon so we can estimate costs. Until we have projects to "sell", it is hard to achieve fundraising and get donations in support of 350<sup>th</sup> events. Deerfield has their 350<sup>th</sup> in the same year.

The issue of donations being tax deductible has been resolved and McCarthy will make sure the town office understands and provides supporting language for 350<sup>th</sup> correspondence.

**Focus Group reports:** Shearer's report on the Children's/Education focus is above. Stoia reported that the Community Engagement focus group had voted enthusiastically yes on the Klines' cultural council application and plan for community listening training. Kahn reported that he has a new member of the Entertainment focus (thank you Kackie St. Clair!) and that Kahn himself is now a member of the Northfield Cultural Council. King said that the History focus has a mini-group working on Religious Heritage, overseen by Scott Key. Other efforts include a Main St. house tour with Eric Gradoia of Historic Deerfield advising, and the public library planning several events that will be submitted on the project planner form as soon as it's available.

**Next meeting:** Thursday Dec. 2, 6:30, Trinitarian.

Adjourned at 8:20, motion by Joan Stoia, second by Zukavitch, unanimous.

Respectfully,

*May King*