

**RECEIVED**

By KWilber/Assistant Town Clerk at 11:02 am, Jan 18, 2024



**Meeting Date:** Wednesday December 13, 2023

**Time:** 6:30 pm

**Place:** Town Hall Conference Room C

**In attendance:** Liz Nolan, Kerry Thornton-Genova, Christy Renzullo, Vikram Verma, Chandra Vora

**Members absent:** none

**Open meeting start time:** 6:30 pm

**Meeting end time:** 7:42 pm

**Meeting minutes:**

**6:30 pm:** Meeting called to order (Liz first, Vikram second)

**6:31 pm:** Approval of last meetings minutes (unanimous)

**6:36 pm:** Discussion of open seat (no applicants)

**6:37 pm:** Funds update

- a. Sneaker fundraiser was over \$200 (over 20 bags of shoes were kept out of a landfill!)
- b. Discussion of the sneaker fundraiser going again; maybe working with a running store
- c. Online auction was great for a first time! Over \$2000 raised
- d. Great items, would like to do the auction again as well
- e. Discussion of reimbursement to committee member for fees of the auction
  - i. Motion to approve the expenses; all in favor
- f. Would like to start earlier next year (Black Friday, maybe?)
- g. Auction website was great
- h. Need to do thank you notes (Kerry will take a look and come up with something)

**7:02 pm:** Tribute donations are now out on social media; Liz will share the blurb with local media

- a. We have a new accountant and Chandra has reached out to double check on the procedure
  - i. For the amounts higher than \$250, the town will give a letter stating that the money was given to the town
  - ii. Will need to draft a letter so that the town accountant can easily send it out

**7:04 pm:** Graduation signs update

- a. Liz has reached out to the printing company
- b. Price will be two tier; basic and then an add-on for the college
- c. Pricing will come out soon for this year
- d. Deadline in March; that gives time to process and then pick up the signs before graduation

**7:19 pm:** Application for this year

- a. Will remain online
- b. Happy with the process in general

**7:30 pm:** Calendar/photo idea to be revisited at a later date

**7:42 pm:** Motion to adjourn (all in favor)