

# 250<sup>th</sup> Anniversary Committee

## DRAFT Meeting Minutes

Tuesday, September 22, 2015, 7:00 p.m.  
Public Safety Building – Historical Society Office

Members: Carol Anne Jordan, Darren McLellan, Norm Jordan, Jane Beckwith, Stephanie Korupp, and Barbara Powers. Catherine Adams was unable to attend.

Volunteers: Debbie Butterworth was present.

Staff: Michael McGovern was unable to attend.

### 1. Welcome

Dorothy Higgins from the CE Historical Preservation Society was introduced to the committee.

### 2. Review and approval of the August 18, 2015 minutes.

The minutes were approved as submitted.

### 3. Treasurer's report.

Michael was unable to be present. We will ask for a more complete update at the next meeting, as final expenses will be incurred.

### 4. Debrief of August 15 event: Nosegay making @ Jordan Farm Garden

This event was not discussed, as items were taken out of order to accommodate our guest and the group ran out of time. Reports were that it was a very positive experience for the modest number of people who chose to attend.

### 5. Upcoming events:

- a) Monday, September 28, Cape Harvest Birthday Dinner – Good Table Restaurant

Currently, there are 40 reservations out of the 70 available. There will likely be an increase prior to the 28<sup>th</sup> for this carefully planned, very special meal!

- b) Sunday, October 4, Pancake breakfast & docent led driving tour  
Breakfast point person: Norm. Tour point person/s: Barbara and Jane – Ellen VanFleet will be invited to join us for this planning discussion

Norm shared the handouts for the pancake breakfast that have been prepared for the event. They are also hosting a lobster dinner this coming weekend and will hand out promotional materials.

Dorothy Higgins from the historical society explained the plans for the various stops and sponsors. In order, they are:

- Dyer/Hutchinson house – Jay Cox
- Spurwink Church – Jayne Jordan (Janet Hannigan will open the church)
- Spurwink Grange/Pomeroy Jordan home – Norm Jordan (the Grange will be open)
- Kettle Cove and Richmond Island – Lois Morrill
- Two Lights – Wayne Brooking (he is concerned with parking given Lobster Shack business but will give it a good try! He may attack tourists...!)
- Tristan Jordan farm/Journey's End – Louise Sullivan (she will open her house as well!)
- Town Center – Jerry Murray (or his wife)
- Fort Williams/Goddard Mansion – Jim Rowe & Jane Beckwith
- Cape Casino and Theater/Armstrong Store – Dorothy Higgins (will direct folks to the casino/house for a drive by)
- Shore Road Trolley Stop – Jack Boyce & Ellen VanFleet (under the trolley stop roof on the stone wall)

The CE Historical Preservation Society members are all set and just finishing the poster details, which will be presented on tripods at each site.

Town Hall, Community Services and the Library have several copies of the driving tour maps. The Lions and Rotary Clubs will also pass them out to members.

Barbara explained that an ad featuring the driving tour map was purchased in the next COURIER along with a final press release about the event. The FORECASTER and the CURRENT have also asked for press releases. Info will also be sent home via principals to K-5 students as a family friendly event with special focus on the students who studied the Cape history last year. Debbie will copy and place copies in teachers' mailboxes with a note encouraging them to promote it with their students. Stephanie will submit a template to the CETV site for local promotion.

- c) Sunday, November 1, Final Gala Event @ Inn by the Sea. Cocktail reception from 5:00 pm to 7:00 pm, entitled "A Toast to Cape".  
Point persons: Carol Anne & Stephanie

Steph and Carol Anne will be meeting with the event coordinator shortly. They had several questions for the group:

Q: What is the maximum number of guests Inn by the Sea can accommodate?

A: Up to 120 for a stand up event

Q: Timing on November 1<sup>st</sup>?

A: 5:00-7:00 p.m.

Q: Food arrangements?

A: Appetizers with a cash bar (+/- \$20 or \$25 per person for hors oeuvres)

Q: Whom do we wish to invite as a thank you?

A: All who contributed, volunteered, supported the 250<sup>th</sup> anniversary events. We need to pull a list together quickly and submit names and addresses to Stephanie, including:

-250 Committee members and volunteers, including Mike McGovern, Amy Witt, Meghan Wakefield

-Town Council Members (Michael)

-Cape Elizabeth Historical Preservation Society active members (Dorothy)

-A Night at the Light committee members (Barbara and Catherine)

-Kelly Hasson, Pond Cove Principal, for her leadership on the school level (Debbie)

-Local small businesses (documentary film refreshment contributors, A Night at the Light event sponsors) (Barbara)

-The Good Table owners for the harvest dinner (Barbara)

-Logo design artist for our branding and banners (Carol Anne)

-Holly Ready (artist) and Chris Franklin (CELT) for support from the Paint for Preservation Auction (Carol Anne and Randy)

-Thomas and Peter Campbell, documentary filmmakers (Barbara)

-Town management including Chief Williams, Chief Gleason, and Bob Malley (Michael)

Once the invitees are identified with a guest, a limited number of tickets may be available at the door.

-Barbara and Michael will work on a short program

-The documentary, "Cape's Rising Tide," will be shown along with a slide show of events; the driving tour posters will be displayed around the perimeter of the room. Our banner will be displayed as well as the legacy family signs.

#### 6. Upcoming CAPE COURIER deadlines:

October 2: A Toast to Cape

October 16: Photos from history tour and notice of A Toast to Cape ticket availability

October 30: THANK YOU!!

#### 7. OTHER:

-Darren will collect the banners on the date they are to come down. He believes 250 committee members should each receive one with the historical society receiving one of each logo, with one going to Town Hall as well. Barbara said that Michael and the town have been so pleased with the banners, they hope to put up other banners going forward.

#### 8. Next meeting date:

Thursday, October 15, 7:00 p.m. at the Public Safety Building to complete planning for the Nov. 1 event

Final meeting date if needed:

Monday, October 26, 7:00 p.m, Public Safety Building