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## Memorial Garden Committee Meeting MINUTES

Tuesday, April 4, 2017 Town of Ayer, 1 Main St., Ayer, MA 01432 2017 MAY -8 PM 1:58

Present: Jim Fay, Steve Slarsky, Robert Eldredge, Ruth Rhonemus, Robert Pontbriand, Carol Bousquet, Recordkeeper. Absent: Janet Lewis, Charles McKinney, Mike Detillion

Call to Order, 6pm.

Approved Minutes March 7, 2017 Carol motioned, Steve 2<sup>nd</sup>. Unanimous

## **OLD BUSINESS:**

- No new applications to review per Jim. Total 26.
- Reviewed and discussed dimensional criteria for granite monument. Four-sided so names can be added in the future. It was suggested to make it monolithic (pointed) vs. flat to avoid people sitting on it. Jim will request redesign.
- · Agreed to include rank not grade.
- Carol motioned to advance concepts of monument; Steve 2<sup>nd</sup>. Unanimous.
- · Action: Jim will request new rendering.

## Public Service Announcement/Media Coverage/Fundraising:

- Reviewed and approved Public Service Announcement written by Carol. No changes. Includes fundraising component. Carol said she'd extract a "fundraising" letter for all to use from this draft. Motion to approve, Steve, Bob 2<sup>nd</sup>.
   Action: Send to Robert P. to finalize. Include with Press Conference invite.
- Approved scheduling a "Press Conference" to kick off outreach/fundraising campaign.
   Date: May 1, 10:00, Great Hall. Steve Slarsky will be highlighted speaker. A program will be coordinated. A press packet will be made available.
   Action: Carol will work w/ Robert's office to issue invitations to a range of community folks including the media, Chamber of Commerce, Ayer Business Association, American Legion, Government representatives, Service Clubs, Devens Museum, Main St. Bank Charitable Foundation, etc.
- Robert said April 18 deadline to approve Town Warrant for Town Meeting May 8, 7:00 pm.
- Committee supported having an info table for sign-ups and fundraising outreach at town
  meeting. Carol volunteered to staff and asked for other committee members to help.
   Steve motioned to approve Fundraising outreach/press conference. Bob 2<sup>nd</sup>. Unanimous.

Steve motioned to adjourn, Bob 2<sup>nd</sup>. Unanimous.

Next meeting: May 2, 2017. \* Note, scheduling is changed due to committee availability.

Approved 5/2/17 Signed: 66

James M Fay Chair