

Mansfield Community Playground Project

Meeting Minutes:

Date: May 14, 2015

Present: Maggie Ferron, Jean Johnson, Julia DeLapp, Pat Schneider, Kelly Zimmerman, Curt Vincente, Vicki Fry, Marcus Fry, Sarah Woulfin

Next Meeting: June 11, 2015

- I. Welcome and Approval of Minutes
- II. Follow up regarding recent events and topics
 - a. Bid Opening, May 14, 2015 3 PM
7 bids received; no bid from Leathers & Assoc.
Bids will be available for review in the conference room at the Community Center Friday-Monday
Meeting to pick short list Monday, May 18, 2015 at 7 PM at Community Center
Interviews with top 3 or 4 proposals Thursday, May 21, starting at 1 PM
 - b. Site Work- need to solicit local companies to donate work. Jean to discuss trees with Curt; Maggie and Curt to discuss doing site work with local companies, starting with larger companies.
- III. Fundraising update
 - a. Not much income since last meeting as not much fundraising done this month. To date approximately \$388,000 in committed funds.
 - b. Discussion of whether, for purposes of donor recognition, donations in the form of tiles, pickets, etc should count towards "levels." Decision reached that generally only donations not for a specific return (e.g. tile, picket, silent auction, 5K sponsor) will count. Donation of construction documents will count as a donation.
 - c. Need to determine what money will need to be spent in near future for purpose of encumbering funds- Kelly to draft plan/budget for expenditures on kids' race
 - d. The Haircuttery is running a fundraiser for PG in which 5% of profits generated between their opening on 6/25 and some date in early August will be donated to PG. Presentation of donation on 8/12.
- IV. Upcoming events
 - a. 5K: Windham Hospital is the naming sponsor for a \$1500 donation, secured through WAC. 5 other sponsors lined up so far. MBF needs to talk to Price Chopper re water and bananas; secure permission to use E.O. track; recruit volunteers for race day. Kelly needs to draft plan for kids' race and determine expenses.
 - b. M. Fry Senior Project: determined that a good project would be to assist at kids' race at the 5 K and then plan and run a project for kids attending the build. Discussed plans for kids' race with KZ.
 - c. Concerts on the Green: Jean expressed interest in popcorn and lemonade again this summer. MBF will send out email to have people sign up to help at concerts.

d. Business initiative: MBF= no luck. Julia is continuing discussions with Potter's Funeral Home.

V. Next Steps: review bids, interview bidders.

Prepared and respectfully submitted by Maggie Ferron