



**CELEBRATE MANSFIELD FESTIVAL COMMITTEE  
MEETING**

**Tuesday, January 11, 2022 at 5:00 PM**

**Minutes**

**Attendance:** Interim Chair Kyle Muncy, Sarah Dufresne, Andrea Stever-Lennon, Virginia Walton,  
**Staff:** Executive Director Cynthia van Zelm, Denise Kegler, Kathleen Paterson

**1. Call to order**

Interim Chair Kyle Muncy called the meeting to order at 5:02 PM.

**2. Introduce new Committee members**

Andrea Stever-Lennon introduced herself as a new member of the Committee, followed by introductions of all present Committee members and staff.

**3. Public comment**

There was no public comment.

**4. Approve Minutes from August 25, 2021; September 9, 2021; and September 22, 2021**

Sarah Dufresne made a motion to approve the Minutes and Virginia Walton seconded the motion. The minutes were approved with three votes and one abstention from Ms. Stever-Lennon.

**5. Review the mission of the Celebrate Mansfield Festival, updated 1/13/2021**

Ms. Walton suggested adding a reference to sustainability to the mission and the Committee discussed several possible edits. Mr. Muncy deferred further discussion until the next Committee meeting, providing members more time to consider the best phrasing to represent the event's commitment to sustainability.

**6. Discuss Festival date and time**

Based on the 2021 wrap meeting discussion, Partnership staff suggested Saturday, October 1 for the event. The Committee weighed the pros and cons of this date, including a conflicting UConn at-home football game and possible rain dates. Mr. Muncy will seek the official University event schedule to share with the Partnership staff before a final date is confirmed.

**7. Discuss planning tasks & divide projects**

Ms. Dufresne volunteered for the Area Captain and Volunteer planning tasks, and Ms. Stever-Lennon also volunteered for the Volunteer tasks. Ms. Kegler will plan a follow-up discussion to review the logistical details for these tasks.

**8. Brainstorm ideas for activities and entertainment**

The Committee provided positive feedback on the Craft Booths and suggested expanding that program for this year's event with possible craft demonstrations. This item will continue onto future Agendas to allow for additional feedback and brainstorming from the Committee.

**9. Adjourn**

Ms. Walton made a motion to adjourn and Ms. Dufresne seconded the motion. The meeting was adjourned at 6:00 PM.

*Minutes prepared by Denise Kegler*