

Hyde Park Community Circle Meeting November 2, 2015

Attendees

Present: Judy Clark, Everett Dickinson, Teresa Farquharson, Deb Henderson, Terry MacWilliams and Dan Young.

HPCC Town Representatives

Judy spoke with Kim Moulton, Hyde Park clerk and treasurer. The circle will be getting a check from the town. Debbie received a W-9 to complete as the new treasurer of the circle. Three people are listed as representatives of the HPCC, Judy, Marilyn Zophar and Dan Young. Now that Teresa has taken over as director, Judy suggested Teresa, Deb and Dan be listed as the representatives.

News & Citizen Advertising

Teresa read an email from Mickey Smith of the News & Citizen. We should be able to publish the lighting ceremony order form and an informational article for free in both the News & Citizen and the Transcript. The list of donors and donations will still have to be as a paid ad. The list has usually just been put in the Transcript because everyone gets it.

HPCC Procedural Requirements

Kim Moulton, town clerk, contacted Deb via email and let her know that agendas and minutes need to be posted on the town's website. Teresa spoke with Kim and also learned that any votes taken by the circle members must be noted as action items. Teresa read an email from Kim outlining these items.

Lighting Ceremony Planning

Teresa distributed two volunteer positions documents for the lighting ceremony and Frosty/Children's activity. Circle members should review and make any corrections/additions.

We also reviewed a write-up of the 2014 lighting ceremony that included names and actions.

Teresa reported on three suggestions from the 2014 evaluations: 1) should have more jingle bells for the bus, 2) should have more bell bracelets made of pipe cleaners and 3) need a loud bell for announcing the loading and unloading of the bus.

Judy spoke with Maggie Stewart from North Hyde Park. She thinks the Grange Hall is the best place for the wreath but the Historical Society is in charge of the Grange Hall. She suggested contacting Rick and Monica Heath. Rick said it would really be nice if they can

**Lighting Ceremony
Planning continued**

have the wreath up at the Grange Hall. There is a balcony on the front of the building. Rick thinks it could be hung there. He said to talk with Ron Rodjenski because he has a key to the place and electricity needs to be on. Ron has the list for the Historical Society so next step is to contact Ron and get the Historical Society list and then contact them. Rick said he would get a crew to put it up.

As the court house is still under repair, the wreath in Hyde Park might be able to go on the corner of the library lawn or perhaps over the door. The library would be paying for the electricity but we could give them a donation. This needs to be decided.

Last year, both garlands went with the wreath on the court house.

We walked through the volunteer positions documents and put names and timeframes where known. Additional work needs to be done to get through all items and people for both portions of the evening.

Marketing

Teresa will post an info article on Front Porch Forum this week. Deb will post a Front Porch Forum blurb next week. Judy will post a Front Porch Forum blurb the week of 11/16.

News releases for the News & Citizen must be in by noon on Fridays. The first one should go in this Friday, November 6. The donor list would go in by noon on Tuesday for the Transcript.

Judy and Teresa will check to see what supplies we have. Everett agreed to do the shopping if someone gives him a list of items to be purchased.

We figured seven people should be asked to make two dozen cookies each. This should be enough for refreshments.

Dan mentioned speaking with Jared Nunery to help with perhaps the electricity.

Other people were suggested as potential volunteers.

Next Meeting

The next circle meeting is November 9, 2015 at 4:30 p.m. at the Lanpher Memorial Library.
