

Friends of Christopher Columbus Park
Monthly Meeting
January 14, 2014
The Mariner House
North Square Boston, MA

The meeting was chaired by Joanne Hayes-Rines with 19 members attending. The minutes from the previous meeting were distributed for member review. Liz Greene recorded the meeting for Audrey Tortolani who was unable to attend.

Introductions of current and new members. Joanne informed the attendees that FOCCP member, Susanne Lavoie suffered an injury to her knee and will be receiving rehab services. More details are available from Joanne.

Treasurer Report - Virginia Kimball

Virginia reported some year-end figures:

Expenses - \$83,430

Income - \$103,130

Checking Account - \$71,831

Savings Account - \$52,926

CDs - \$37,257

Money Market - \$103,006

Urban Oasis Account - \$24,000

Pay Pal - \$29,000

Horticulture Report - Robyn Reed

Robyn reported that the red ribbons would soon be removed from the Rose Garden. Some members reported that they have been removed already. Not clear by whom. The group is getting ready for the new season: arranging for tools to be sharpened, washing gloves etc. The metal trellis in the center of the Rose Garden has rusted and needs to be replaced with something more permanent. The cost estimate will be included in the Committee's budget request. Joanne remarked that the budget allocations for the Committee will be made next month.

Membership - Beverly Knight

Beverly reported \$15,470 received in on-line membership income. Virginia reported that there is additional membership income received by check for a total membership of 314. The Membership Committee is beginning initial planning for Annual Membership Drive and Social in March/April timeframe. And finally, we have exceeded the 300 mark with 308 likes on Facebook.

Internet and Communication - Christina Sperry

Three emails have been sent to our mailing list since the last monthly meeting: Two monthly newsletters and one special alert about the Trellis lighting held in November. They each went to roughly the same number of recipients (~740), and each had about the same open rate (~34%).

The open rate is typical for recent years. Of note is that at year end 2012, our mailing list was at about 575, whereas we ended 2013 with over 150 more subscribers to our list. Thank you Membership Committee and everyone else who has helped get the word out about FOCCP! The FOCCP Facebook page passed the 300 Likes mark on Facebook since our last monthly meeting. Thank you to Meredith (who primarily maintains the page daily) and to our Facebook friends for helping to raise the profile of FOCCP and share news about our great organization and beautiful park.

Infrastructure - Ford Cavallari.

Ford reported on the "New Trellis Light" efforts. He is consulting with the City personnel to move forward with the purchase of certified lights for initial testing in early February. These small batch of lights would be tested for durability in cold weather and moisture, but not hung on the trellis. Then, depending on the results, later in February, we may order additional lights that would be tested and placed on the trellis.

Marketing and PR - Ford Cavallari

Ford reported the good news that we had TV coverage from Channel 7 for the Annual Trellis Lighting in November. He suggested that, if feasible, it might be nice to have the video on the FOCCP website. In addition, he reported that FOCCP emails to members now go into Google.

President Report - Joanne Hayes-Rines

Joanne reported that at the Annual Park Trellis Lighting ceremony, a presentation of a photo of the lighted trellis was made to Mayor Menino thanking him for his support over the years. The new mayor elect, Martin Walsh was very complimentary about the park and the FOCCP. Joanne mentioned that, on the campaign trail, he spoke of the organization as an example of positive community efforts. After the event, the new owners of Tia's restaurant sponsored a post event gathering including mulled wine and a buffet supper. John Cronin, one of the principals - will be managing the restaurant. Joanne encouraged members to patronize the restaurant to show our support. Joanne and the current Board presented gifts to former leadership of the FOCCP thanking them for many past years of dedication to the Park.

Monte Carlo Night preliminary report - Virginia Kimball

Virginia reported that there were 199 paid tickets for the event. Preliminary revenue is \$43,515. Preliminary Expense is \$24,836. Net revenue - approximately \$19,000

Urban Oasis report - Joanne Hayes-Rines

Joanne reported progress on this project which has been worked on for over a year. The design is working its way through officials in the Parks Department. They are seeking a grant for a virtual walk-through of the design. Possibilities of the project being considered as a capital improvement might be explored. Joanne is expecting more details soon. Joanne also reported she and FOCCP members have briefly talked with Bill Linehan, the new City Council President, (also a neighborhood resident) about the project.

Request from NEMPAC

NEMPAC has requested FOCCP to sponsor an opera performance in the Park on June 29, the day after our Independence Day celebration. They presented 2 options: Option 1: Performance

under a tent as they have done before, plus cost of lawn chairs, sound equipment, etc. For \$1750. Option 2: Performance on a high quality stage, lawn chairs, sound equipment, etc for \$6050. Joanne reported that the FOCCP Board voted to support the first option for \$1750 but needs membership vote for expenditures over \$1000. Virginia Kimball made a motion to approve the expenditure of \$1750 as outlined in option 1. The motion was seconded by Patricia Sabbey. The motion was approved unanimously by 19 members in attendance.

Patricia Sabbey made a motion to accept the previous month's meeting minutes. The motion was seconded by Joan Murphy. The motion approved unanimously by 19 members in attendance.

The meeting was adjourned at 7:40pm

Friends of Christopher Columbus Park
Monthly Meeting Minutes 02-11-2014
Mariner House, Boston, MA

Meeting chaired by Joanne Hayes-Rines called to order at 6:34 pm. 26 people were in attendance.

Recording the meeting is Clerk, Audrey Tortolani
Meeting notes from the previous meeting were distributed.

I. Committee Reports

Treasurer

Virginia Kimball indicated there was not much to report for January except stamps were purchased.

Horticulture

Robyn Reed let us know a sub-committee was formed to address the replacement of the trellis in the center of the rose garden. They have created a RFP and sent it out to multiple potential vendors.

Membership

Beverly Knight reminded everyone at the meeting they could go online to sign up for FOCCP membership for 2014. The membership drive letter to potential members will be sent in April and there will be a membership social either the end of March or beginning of April.

Thank you notes to those businesses that donated items for the Silent Auction for Monte Carlo Night fundraiser have been completed thanks to Rita Pagliuca and Jeanine Maglione. Thank you!

Website & Internet Communications

Christina Sperry reported the following:

One email was sent to our mailing list since the last monthly meeting; the February monthly newsletter. It went to a usual number of recipients and had an open rate that's typical for recent years. I expect there to be a small (typical) increase in the number of emails sent in the coming months as we head into our Spring Membership Drive.

Last meeting, I mentioned how the FOCCP Facebook page just passed the 300 Likes mark on Facebook. It's been creeping up more, and is now at 310 Likes. Thank you to Meredith (who primarily maintains the page daily) and to our Facebook friends for helping to raise the profile of FOCCP and share news about our great organization and the beautiful park. More and more pictures and events will be there as winter thaws.

Infrastructure and Marketing/PR

Ford Cavallari let us know he has spent \$459.00 on new lights to test for the trellis. He explained to the group he is testing new technology and is still seeking to obtain certifications on this new technology. Joanne provided some additional information to the group about the trellis lights. The holiday lights on the trellis were installed in 2009 and 4 years is the life of the lights. We're now in our 4th year so we

need to make some decisions on what to do next year. Ford explained the current lights are like Christmas tree lights and are wrapped around the trellis. There are maintenance costs associated with turning the lights on and off and also fixing lights throughout the season. The new lighting technology should last longer, require less maintenance and generally reduce expenses after the initial upfront investment of about \$100,000. Ford also mentioned the summer lighting on the trellis is very old as well.

Meredith reported the lights on the trellis have been on during the day. Seems there have been some issues with timing as the lights should only be on in the evening. Joanne will call the electrician.

Ford has created a backup for the database. This will minimize issues for corruption of the main database.

No news related to Press Releases.

FOCCP Board Report

Joanne informed the attendees the Board met on January 27th and approved the Revenue and Expense budget for 2014. Total Projected Expenses = \$107,337 and Total Projected Revenue = \$113,000

Primary expenses include: Trellis Lighting, Horticulture, Maintenance, Harbor Cruise, Independence Day and Columbus Day Celebrations and Annual Fundraiser Night. Primary Revenue items include: Sponsors, Membership, Harbor Cruise and Annual Fundraiser Night. Joanne recognized some of the sponsors including Tia's, CL Waterfront, Chiofaro Company, NorthEndWaterfront.com, Al Dente, Sunstone, and the Marriott.

Joanne gave examples of what the all-volunteer FOCCP group does throughout the year including the following:

- The Horticulture group maintains the rose garden and circle area
- FOCCP pays for the Trellis Lighting
- Tot-Lot clean up
- Events in the park such as movie nights in the summer (thanks to Joe Bono) and the Columbus Day celebration.

Joanne introduced Nadia Unruh, who has volunteered to work with Joanne and Meghan as Fundraising Coordinator. Nadia is a paralegal with fundraising experience and she has offered to assist in organizing this year's fundraising efforts.

Dates for FOCCP 2014 Events in the Park:

Independence Day Celebration: Saturday, June 28th (Park Application filed) This event will coincide with the NEMPAC Opera event on Sunday, June 29th, so it will be a weekend of events in the park. In accordance with the FOCCP bylaws that state, in part, the mission to promote and utilize Boston's Christopher Columbus Park, FOCCP members have approved sponsoring NEMPAC's Opera in the Park at the cost of \$1750 to cover the expenses. Michele Brogan suggested a paid performance of the Opera in an enclosed area could be a revenue generator. This will be considered next year.

Columbus Day, Monday, October 13 (Park Application filed)

Annual Fundraiser: November Date TBD

Trellis Lighting: Monday, November 24

Movies: Sundays July 13 through August 17 (6 nights - same as last year) Joe Bono has agreed to sponsor the movies again.

II. Cycle Track on Commercial Street

Joanne introduced Vineet Gupta and Dave Matton from the Boston Transportation Department who updated us on the proposed design for Commercial Street for a cycle track. Per the handout distributed at the meeting below is a summary of the proposed design which was handed out at the meeting.

The proposed street design removes the two existing on-road bicycle lanes and combines them into a two-way cycle track. The cycle track would be mainly at sidewalk level along the northern or waterfront side of Commercial Street except in the area adjacent to Christopher Columbus Park, where it will be on road. It will extend from Prince Street Park at Charter Street south to the Rose Kennedy Greenway at Mercantile Street.

A cycle track is a family-friendly bicycle facility which is designed to reduce conflicts with pedestrians and motorists.

Key features of the design are as follows:

- There will be no loss of on-street parking as a result of this design.
- The number of travel lanes will be the same as those on Commercial Street today to maintain traffic capacity; signal timing improvements will also be made.
- The cycle track will be of a different material than the sidewalk to differentiate from the pedestrian zone and to reduce conflicts.
- In addition to having a different material, the cycle track will be separated from the pedestrian sidewalk by street furniture such as a grooved concrete strip, light poles, and trees.
- The width of the pedestrian sidewalks will remain the same, and they will be reconstructed to meet accessibility requirements. The curb line along the southern side of Commercial Street will remain as it is today.
- Pedestrian ramps on the southern side of Commercial Street will be reconstructed.
- There will be no loss of existing trees. New trees will be added to the waterfront side of the street.
- Signage will warn pedestrians and bicyclists about exiting cars at driveways. Likewise, signage will also warn vehicles of bicyclists and pedestrians, where appropriate.
- The Public Works Department will be responsible for snow clearance on the cycle track.

Vineet explained the vision of the project is to make it easier to discover the Boston historic sites and to create a pedestrian friendly environment. This project is being partially funded by a Federal grant and is 1 of 4 projects. Total cost is 3 million dollars. About 80% is being paid by Federal government.

Dave explained research was done to show there is an opportunity for biking ... his belief is - if we build it, the bikers will come. To see the long term bike project plans, go to the Boston Bike Network site.

Additional topics discussed:

- When needed, lighting on the sidewalks will be replaced and accessibility ramps will be added.
- There will be separate bike signals on the cycle track. Concern was expressed about these signals being followed and what the ramifications

would be if they were not followed. The thought now is bikers don't stop or will go faster on this new cycle track. This could potentially be dangerous for pedestrians; particularly those crossing over the track.

- We learned the crosswalks will be repainted.
- Segways will be illegal on the sidewalks. Neither Vineet or Dave knew if the Segways or pedi-cabs will be allowable in the cycle track. They will research.
- Concern was also expressed about cars/delivery trucks double parking. Vineet & Dave indicated this was illegal now.
- Robyn thanked them for the current bike lanes as they make bikers legitimate. This will only enhance this legitimacy.
- Estimated time frame: Design should be completed by the summer and construction to start by end of year. They will keep us in the loop.

III. Tia's Presentation

Joanne introduced Tia's management; Bill Ferullo, Legal, Ciaran "Mac" McNelis, an Operating Partner, Katie Gorman, General Manager, and Michael Kineavy, new COO.

Bill let the attendees know that Tia's will donate money, previously sent to the Parks Department for being on the Park, to FOCCP.

Bill presented the plan to renovate Tia's. Below is a summary of what was presented.

- The renovation will expand the seating at Tia's by 200 seats; a 25% increase in capacity.
- The expansion will be above the current indoor seating.
- There will be a 12-seat bar.
- Glass partitions will be installed to reduce noise as this will be outdoor seating.
- Views should be very good; the Harbor, Greenway and Christopher Columbus Park. Tia's does not want to impact the Park or the condo's with any noise issues.
- The overall renovation will turn Tia's into a year-round restaurant.
- There will be no direct access to the Marriott.
- Additional bathrooms will be constructed per standard regulations.
- The entrance to roof deck (staircase) will be on Atlantic Ave. All felt this was positive information as it would potentially reduce the noise of people coming and going.
- There will be no music.
- May consider a re-tractable roof in the future but not in the current plans.
- Design process is going on now. Permitting will begin in 2-3 months and then construction.
- Joan expressed concern over the stones from Tia's which often end up in the grass in the park. Joan picks these up regularly. Tia's explained often times children, who are eating at the restaurant, throw them in the park. Tia's agreed to assist with the cleanup of these stones in the park.

The previous months minutes were accepted without change.

Meeting adjourned at 7:53 pm

Friends of Christopher Columbus Park Monthly Meeting
March 11, 2014
Mariner House
North Square
Boston, MA

The meeting was attended by 17 members and convened at 6:40pm by Ann Babbitt, Vice President, FOCCP

Meeting agenda included distribution of the previous month's minutes for review, Committee reports and remarks from Jesse Brackenbury, the new Executive Director of the Greenway.

Liz Greene substituted as Clerk for the vacationing Audrey Tortolani.

Treasurer Report, Virginia Kimball

Virginia reported little financial activity during the month:

Postal expenses

Invoice bills received for the Lighting Project

New income from memberships

Horticulture Report, Robyn Reed

Robyn reported that work gloves have been washed and gardening tools are being sharpened and readied for the initial spring gardening work in the Park. Date TBD

The Request for Proposals (RFP) for the trellis design are due Saturday, March 15.

Membership Report, Beverly Knight

No date has been set for Spring Social yet, but should be set soon. It will be held at Tia's on the Waterfront. Stay tuned for details.

She alerted members that the Annual Membership drive will begin in early April and notices will be in the mail soon

She announced that the Committee has plans to have Paypal technology at future meetings and events for easier payment processing.

Communication and Internet Report

Christina Sperry was unable to attend. She sent a report indicating that the statistical pattern of internet communications continued as in past patterns.

Meredith Piscitelli reported facebook figures surpassed the 300 mark - now at 312.

Infrastructure/Media, Ford Cavallari

Ford reported that with the help of Google, access to the entire FOCCP database is now available the FOCCP Board.

He also reported that he has learned of a technology which allows small "micro" specialized mailings which may prove helpful to Membership Committee for targeted mailings

The "initial" set of new lights have arrived, been hooked up for testing and are very bright. He had to re-order some of the control mechanisms because they were incompatible. He has established good contacts with the manufacturers. By the next Monthly Meeting, he is hoping that he will have been able to test the lights outside. The current trellis lights will likely be turned off before April 19.

Urban Oasis Report

Patricia Sabbey reported that she and Joanne Hayes-Rines met with the Parks Department. Apparently, there are some BRA issues associated with the property adjacent to the Park that need to be addressed. The Project is in a "holding pattern" at the moment.

Other Business

Election Information, Ann Babbitt

Nominations for the FOCCP Board and Directors are due by April 22. Anyone interested should submit a self-nomination by that date to: info@foccp.org. The Annual election for the FOCCP Board and Directors will be held on May 13 at the May 2014 meeting

A Memorial Day Concert will be held in the Park on May 26, 2014. Stay tuned for program details and schedule.

Annual FOCCP Fourth of July 4th Celebration

The event will be held on Saturday, June 28. The Chairs are Laura Benevento, Kathleen Tedesco and Diane Royle. Several entertainers have already been engaged, but still much to do. The Chairs are looking for volunteers to help out on the day of the event as well as to take on specific responsibilities. Please get any new ideas to the Chairs. They will announce a schedule for planning meetings.

Other Events

Annual Columbus Day event: October 13

Annual Fundraising event: Date TBD

Annual Trellis Lighting: November 24

Guest Speaker, Jesse Brackenbury, Executive Director, Rose Kennedy Greenway

Now into his fourth year working with the Greenway, he has been appointed as Executive Director. He is thrilled with the job and happy to have this opportunity. He is a parent and his children also enjoy the Greenway.

He is acquainted with several FOCCP members including Susanne Lavoie, Chris Fincham and Robyn Reed, all through their work with the Greenway as well. He

attended the recent FOCCP "Casino Night" and has had conversations with Joanne Hayes-Rines about working together. He announced a "Pilot" effort involving Park Rangers on the Greenway to address the many common issues and problems that city parks share and hopes appropriate city or state services can be enlisted to help. He has met with personnel at the Pine St Inn and is hoping to continue coordinated efforts with them. He echoed his delight with the new Greenway Carousel and the effort to coordinate the blue Greenway lights with FOCCP trellis lights. The Carousel will re-open April 11 and will be open weekends and vacation weeks and then open all week by Memorial Day.

He reminded attendees of the Parcel 8 and 10 meeting tomorrow night, March 12, here at Mariner House. The meeting agenda will include remarks by a horticulturalist and individuals planning benches and outdoor furniture finishes.

The Greenway Gala will be held on May 13, 2014 on the Greenway, under a tent at the Rings Fountain. Sponsorships are now being accepted for this fundraising event.

Applications for pavers on the Greenway Mother's Walk are being accepted at this time. Each paver is \$500. They are available for purchase on-line. Members can also contact Greenway/FOCCP liaison, Robyn Reed for more information

FOCCP member, Joan Murphy, remarked that the skate board deterrents that have been installed along the Greenway are very effective and might also be effective in the Park

Patricia Sabbey moved to accept the February 2014 Meeting Minutes, seconded by Laura Benevento and approved without change unanimously by the members.

Adjourned at 7:15pm

Liz Greene, Clerk pro tem

Friends of Christopher Columbus Park
Monthly Meeting Minutes 04-08-2014
Mariner House, Boston, MA

Meeting chaired by Joanne Hayes-Rines called to order at 6:39 pm. 19 people were in attendance.

Recording the meeting is Clerk, Audrey Tortolani
Meeting notes from the previous meeting were distributed.

Marc Hordon, Matthew Fothergill and Marc's fiancé, Tina from Hordon Health were welcomed to the meeting. Marc will be speaking later in the meeting about his plans for an event in the park on June 21st.

I. Committee Reports

Treasurer

Joanne reported on behalf of Virginia Kimball. There has not been much activity except for some membership money coming in.

Horticulture

Meredith Piscitelli reported on behalf of Robyn Reed. The FOCCP Horticulture Committee invites all returning and new volunteers to meet for our season opening of the garden on this coming Sunday morning, April 13 at 9:30 am. Please meet in the rose garden. We welcome any new volunteers to join us! We will provide all the training, tools, and gloves. We ask that everyone wear appropriate clothing for working with roses - long pants, long sleeve shirts or jackets, and closed-toed shoes, thick soled if possible. For the rest of the season we will be meeting regularly on Sunday mornings from 9:30am to 11am, and Wednesday evening from 6pm to 7pm, weather permitting. No one should feel obligated to come every week, or both Sunday and Wednesday. Please feel free to come whenever you can. There's no obligation.

The Horticulture sub-committee has been working with fabricators to replace the center trellis in the rose garden, which has rusted away and no longer supports the climbing roses. We hope to have a design and date to install the new structure by the next meeting.

Beyond this report, Meredith also let the group know all the tools have been cleaned and sharpened. The Hordon Health group volunteered to help in the garden

Membership

Beverly Knight reported as of today, there are 27 2014 memberships; 26 renewals and 1 new. This does not include those who have signed up by mail as Beverly is waiting to obtain this information from Virginia. Of the \$3000 budget, \$2047.86 has been spent thus far.

The Membership Social is scheduled for tomorrow evening from 6pm - 8pm at Tia's. Please come, bring a friend and look for new faces and welcome them.

The delicious appetizer menu will include:

Fruit and cheese platter

Buffalo wings

Sliders

Pizza

Spring Rolls

Spinach Spanakopita

Tia's is excited to host this event. Allison, Patricia, Meredith and Ann have hung posters all over town. We are hoping for a good turn out. Allison has prepared a sign-in

sheet for everyone to sign as they come in. This is separate from their membership. The sign in sheet will list the areas to volunteer and be involved.

Website & Internet Communications

Christina Sperry reported the following:

Two emails were sent to our mailing list since the last monthly meeting; the April monthly newsletter and one email about our Neighborhood Social (which is tomorrow!). They both went to a usual number of recipients. The monthly newsletter had an open rate that's typical for recent years, but the Social email was more popular by about 10% with our highest number of opens since the second email last year about our Annual Fundraiser that was a dedicated invitation mentioning Mayor Menino.

Christina let us know the FOCCP website has been updated to include many of the upcoming FOCCP events in 2014. She also mentioned Facebook has a lot of great information thanks to Meredith. In addition, the bulletin board in the park has been updated.

Infrastructure and Marketing/PR

Ford Cavallari showed those attending this meeting the LED strip of lights which are being tested. He is working with a factory in China to obtain these special lights. They have a unique thickness to protect the wiring from the outdoor elements. Ford tested 3 strips which were not as thick and they did not last the winter. We will need about 500 rolls of these lights and 500 controllers; one for each roll of LED lights. The cost of the controllers represent more than ½ of the budget. Ford is not sure what the cost of the installation will be. The company in China manufacturing these lights is getting FCC approval. They are already approved in Europe and other International countries. The next step is to test the controller with the lights. The initial test failed and a new controller has been ordered.

The current lights on the Trellis are scheduled to turn off after Patriots Day.

Fundraising

Joanne let us know Nadia is helping out. Fundraising is defined as getting money from businesses/companies. It is important for us to track with whom we have spoken to and what has been committed. Joanne will be providing Meredith with sponsor information so they can be acknowledged on the bulletin board.

II. Office Positions Open

Joanne let us know 2 officer positions are open for elections at May 13 meeting. Treasurer Virginia Kimball is not seeking another term. Clerk, Audrey Tortolani will nominate herself for Treasurer, thereby opening up the office of Clerk. Anyone interested in either position should talk to me or another board member. People nominate themselves. Nominations are due by April 22, 2014.

III. Easter Egg Hunt in the Park!

John Hauck of the Living Room approached us about sponsoring an Easter Egg hunt. Meghan reached out to Becca Griffin who is very active in the North End and former head of NEMPAC. Becca has organized the hunts in the North End in past years and was excited to have it in CCP. 1500 plastic eggs will be filled with little toys.
Date: Friday, April 18 at 10 am. If the weather forecast looks bad, it would be 4/15, 4/16 or 4/17 at 3 pm. Volunteers are welcome! Let Joanne know. Eggs will be delivered to the Living Room and help is needed to stuff them with toys.

IV. Tot-Lot Clean up

Meghan let us know the Tot-Lot clean up is scheduled for Saturday, May 3 from 12 - 2. Meghan met with the landscaper and the top layer of sand will be taken out and replaced with a new layer of sand. The new picnic tables have been ordered and help is needed to put them

together. Marc Hordon offered to assist. Joanne to get brass tags to attach to the picnic tables to indicate they were donated by FOCCP.

There will be a family membership drive at the event along with Big Joe the storyteller, the fire truck, face painting, free pizza donated by Joe Bono from Benevento's and also a raffle. The goal is to sign up 50 family memberships.

Ann found a bulletin board and is working on getting it installed on the side of the shed. The landscaper is going to help.

V. Special Event in the Park on Memorial Day

We've been informed by Bryan P. Bishop, Chief of Staff of the Boston Department of Veteran Services, there will again be a special Memorial Day show in the Park honoring veterans. It will begin at 7:30 pm and will once again feature the Metropolitan Wind Symphony as well as The Boston Children's Chorus. It was a wonderful and moving performance last year so mark your calendars.

VI. FOCCP Events in the Park

Independence Day Celebration: Saturday, June 28th - Chairs: Laura Benevento, Kathleen Tedesco and Diane Royal. Laura provided a brief update on this upcoming event. The preliminary schedule is as follows:

11:00 Parade

11:30 T Bone

12:30 Balloon Person

12:30 Fire Truck

1:00 Marionettes

2:00 Peter the Magician

There will be games throughout the day and Uncle Sam on Stilts will be there!

There will be no face painting this year,

Need raffle tickets and items.

Will also need volunteers the day of the event. Contact Laura if available.

Movies: Sundays July 13 through August 17. (6 nights -same as last year). Joe Bono has agreed to sponsor the movies again.

Columbus Day: Monday, October 13th. The Park application has been filed.

Annual Fundraiser: Date in November TBD

Meghan, Ann and Joanne have been speaking with the Boston Harbor Hotel. They are negotiating prices. The tentative timeframe will be the week before Thanksgiving and it will be in the Wharf Room.

Trellis Lighting: Monday, November 24th

VII. Special Guest: Marc Hordon

Marc let us know he is planning to have the 2nd annual North End Waterfront Health & Beauty Alliance (NEWHBA) event on Saturday, June 21, 2014 from 8am - 8pm in the Christopher Columbus Park.

Matthew Fothergill provided more details:

8am - 12 noon - Free morning exercise and dance classes

12 noon - 8pm - A health and beauty Expo

12 noon - 8pm - Live local music - there will be a stage.

Marc information us there will be a lot more tables this year and they have had a good response to the event thus far.

They are working on getting more people involved in the event including corporate sponsors. A brochure, containing two sample letters, was distributed. One letter is being sent to potential members of NEWHBA and the second letter is being sent to potential sponsors. There were 10 members last year and 14 members now. Tentative sponsors will generate \$9,000 - \$10,000 this year.

One suggestion was to send a corporate sponsor letter to Vertex, a pharmaceutical company which just moved into the Seaport District. Another suggestion was to contact Converse.

As a result of the event, they hope to be able to write a check to the Nazzaro Center and also donate to the FOCCP.

They are open to any news ideas

FOCCP will have a table at this event

Matthew is doing some advertising and working with Matt Conti to announce new members and sponsors.

VIII. Additional Information

- Joanne is meeting with City of Boston Parks personnel to discuss offering exercises in the Park during the summer.
- The Navy Band wants to play in the Park during the 4th of July week. We'll get back to them.
- NEMPAC will have events in the Park as well this summer.
- Urban Oasis Project is still in process - more to come in future meetings.

The previous months minutes were accepted without change.

Meeting adjourned at 7:33 pm

Friends of Christopher Columbus Park
Annual Meeting Minutes 05/13/14
Mariners House, Boston, MA

Meeting chaired by Joanne Hayes-Rines called to order at 6:36 pm
21 people were in attendance.

Special Guests: David Lustick, Bob Chen and Leah Bamberger were welcomed to the meeting.

Recording the meeting were both current Clerk, Audrey Tortolani and future Clerk, Patricia Thiboutot

Minutes of previous meeting were distributed by Audrey.

Introduction of Board Members, members in attendance including a new member.

Committee Reports:

Horticulture:

Meredith Piscitelli reported on behalf of Robyn Reed.

The roses bounced back from the winter in a spectacular way - they look healthy and seem to be thriving. We will wait until the first bloom to cut the bushes back, in the meantime we are trimming and feeding the plants. The trellis for the center bed is moving along slowly, but we hope we will have a new trellis in place before the end of June.

Meredith added that the new trellis is being built and should be ready in 10 days.

If you would like to join the group, we meet on Wednesdays at 6pm and Sundays at 9:30 a.m.

Membership Report:

Meredith Piscitelli reported on behalf of Beverly Knight.

159 Renewals, plus 50 New members. Many new members were from the Membership Social and some from the Tot Lot clean up event.

Meredith reported up to 324 Likes on FOCCP Facebook.

Facebook and Bulletin Board are kept up-to-date with all FOCCP activities

Internet Communications Report: Christina Sperry

As the weather improves and the park gets busier, so does FOCCP.

Four emails were sent out to our mailing list since the last monthly meeting

- 1) Reminder about the April 9 Membership Social
- 2) Reminder about the April 18 Egg Hunt in the Park
- 3) Reminder about the May 2 Playground/Tot-Lot Clean-Up
- 4) The May monthly newsletter

They were all sent to a usual number of recipients and were opened/viewed at the typical 1/3 rate.

Infrastructure Report - Ford Cavallari - absent
Meeting at Mariner House Thursday the 15th at 6:00 PM for his committee to discuss lights on trellis.

Treasurer's Report:
Virginia Kimball gave her last report as Treasurer.
Here is a summary of all the numbers, YTD April

Expenses	YTD through April
Casino Night	\$2,500.00
Lighting Project	\$ 620.53
Membership Drive	\$ 1,709.04
Member Social	\$ 1,023.58
Horticulture	\$ 103.74
Tot Lot	\$ 1,752.51
Gifts	\$ 63.07
Supplies	\$ 155.04
PO Box Rental	\$ 128.00
Casino Night 2013	\$ 167.00
Constant Contact	\$ 148.76
Transfer to savings	\$ 200.00
Income	YTD through April
Membership	\$5,965.00
Online Membership	\$1,435.00
Credit for return	\$ 63.00 (deposited for returned lights)
Account Balances	YTD through April
Checking	\$ 98,008.07
Savings	\$ 53,210.89
CD	\$ 37,318.01
Money Market	\$103,002.55
Paypal	\$ 2,658.01
Oasis Project	\$ 24,000.00
Total:	\$318,197.53

Deposit of \$2500.00 for Casino Night was made to Boston Harbor Hotel

Clock presented to Virginia as a thank you for her contribution to the FOCCP board as Treasurer.

Virginia will chair the Harbor Cruise Committee, July 23rd.
Cruise is for members only. It is a good community builder.
She is looking for items for the Goody Bags.

Election of Candidates:

Ballot reviewed for FOCCP Officers and Directors-at-Large.

Audrey Tortolani, Clerk, let the group know that a vote was not necessary because it is an uncontested ballot. A motion by the president was requested to accept the nominated Officers and Directors-at-large.

Those listed below nominated themselves and have been accepted for the 2014-2015 year.

President: Joanne Hayes-Rines

Vice President: Ann Babbitt

Treasurer: Audrey Tortolani

Clerk: Patricia Thiboutot

Meghan Warner Denenberg, Director-at-Large

Joe Bono, Director-at-Large

Committee Chairs: 2014-2015

Internet Communications: Christina Sperry

Horticulture: Robyn Reed

Infrastructure: Ford Cavallari

Membership: Beverly Knight

Fundraising: Patricia Sabbey

Guest Speakers:

David Lustick, Graduate School of Education, Associate Professor, Mathematics & Science Education, UMass Lowell, Principal Investigator on the ScienceToGo.org
Topic: ScienceToGo Project, an educational project about Climate Change and its effects.

Mascot - Ostrich - Ozzie and other ostriches are being used as an educational tool on Mass Transit and in various sites that could be affected by climate change. One such ostrich is in the Park.

The object of the ostriches and posters on Mass Transit is to encourage discussion on climate change. The ostriches are in 8 locations. Each one represents different levels of change. The posters have the ostriches questioning climate change by one ostrich and the others provide answers to the naysayers.

This is called the New Normal Poster Use. Will continue for 12 months.

Mass Transit has provided the space free of charge on the trains.

Clear and simple method. People can text questions.

Bob Chen: Professor, School for the Environment, UMass Boston
Discussion: Communicate complex science to the general public.
Cool Science: Formal education in schools. Students produce art work about climate change. They are on buses in Lowell.
3 Phases: Reality, Relevant, Hope
What is Boston Doing?
12 month project
Targeting riders on the T
500,000 riders on T, 38% see ostriches
Act of riding the T, a step in the solution

Leah Bamberger, Greenovate Boston, Mayor's Office, Special Assistant to the Chief of Environment, Energy & Open space
617-635-3425
Discussion: Get word out to community - resources for people & businesses to take part working with Greenovate.
City began future planning in 2007.
After Sandy - making sure buildings are prepared for flooding. BRA & Developers are working together. Making sure Municipal Buildings are prepared.
Park was recently flooded during a storm.
The City is updating climate action plan. City has reduced emissions and reduced acid rains. Preparing for the unavoidable.
Pamphlet given out - 2014 Greenovate Boston, Community Summit, Saturday, May 31 from 10am-5pm at Joseph P. Martin Conference Center at Harvard Medical School.
Websites: GreenovateBoston.org and sciencetogo.org

Easter Egg Hunt: Meghan Warner Denenberg
Living Room initiated the egg hunt.
Becca Griffin organized the stuffing of 1500 eggs
Very well attended - heard it was the best yet!
Return eggs, if possible, to recycle.

Tot-Lot Clean Up: Meghan Warner Denenberg
Hired Leahy Landscaping to remove sand and add new sand before the event.
FOCCP bought 2 new blue picnic tables (same color as playground equipment)

35 new members signed up: (total)
18 Paid members: 5 checks \$175.00
 10 credit card \$350.00
 3 Cash \$105.00

 Total: \$630.00

 Raffle: \$200.00

 Total: \$830.00

Entertainment: Big Joe the Storyteller and Fire truck

Ribbon Cutting

Benevento's Pizza provided by Joe Bono

FOCCP paid for a New Bulletin Board and had it installed on shed in Tot Lot

Other News:

Letters:

Joanne read a letter from Tia's regarding adding a second tier on its building
Bill Ferullo, attorney in charge of permitting process. Could start in fall if approved.

A second letter from Kate Gorman, Manager of Tia's regarding adding an entertainment license including Music and TV's. The letter did not specify indoor or outdoor amplification.

Tia's previously held a license for indoor entertainment. New owners have to reapply.

Updates from Joanne:

-Reminders:

There will again be a special Memorial Day show in the Park honoring veterans. Once again it will feature the Metropolitan Wind Symphony as well as The Boston Children's Chorus. It was a wonderful and moving performance last year so mark your calendars.

Click on calendar on foccp.org and there is a link on May 26 to the page where you can reserve seats.

-Monday, June 2nd: Coffee with Mayor Walsh in the Park, 9:30-10:30.

-Kick Off - Exercise Program in the Park - 5:30PM - 7:00PM

The exercise program will have the following classes in the CCP:

Mondays: There will be a Zumba Gold class at 6:00 pm

Fridays: Boot camp at 6:30AM

-Independence Day Celebration: Saturday, June 28 - CHAIRS: Laura Benevento, Kathleen Tedesco and Diane Royal.

-Sunset Cruise is ON. July 23rd. Boston Harbor Cruises is donating a boat for this event.

-October 13 - Columbus Day

-November 14 - Monte Carlo Night at Boston Harbor Hotel - Wharf Room. Tickets: \$135.00 per person

-November 24 - Trellis Lighting

More News

-Meredith told group that a magazine Southern Living will be featuring photos by Matt Conti and herself in an article about CCP as a great place for a picnic. Matt contacted the magazine.

-NEWNC Election of Officers: Saturday, May 17th from 10:00Am - 2:00 PM

Location: Nazzaro Center on Prince Street

-Meredith asking for identity of unknown addresses

Movies:

Sunday, July 13 - Field of Dreams

Sunday, July 20 - Sleepless in Seattle

Sunday, July 27 - My Neighbor Tortoro

Sunday, August 3- BIG

Sunday, August 10 - Star Wars Episode 1

Sunday, August 17 - Happy Feet

Joe Bono has agreed to sponsor the movies again.

Last Month's Minutes:

-Christina Sperry noted changes to the minutes which were corrected and then approved.

Meeting adjourned: 7:52PM

Respectfully submitted.

Patricia Thiboutot, Clerk

*Friends of Christopher Columbus Park
Meeting Minutes 06/10/14
Mariners House, Boston, MA*

Meeting chaired by Joanne Hayes-Rines called to order at 6:34 pm
22 people were in attendance.

Recording the meeting Patricia Thiboutot, Clerk.

Minutes of previous meeting were distributed by Patricia.

Committee Reports:

Horticulture: Robyn Reed

- Old rose trellis removed
 - Meredith worked with designers for new trellis
 - 4th of July roses blooming
 - Wisteria being trimmed
 - Go to Facebook to see Roses
 - All organic pesticides & seeding being used
 - Mayor's coffee hour in the park. Mayor was very complimentary of the park and the friends group
 - Join group on Wednesdays at 6:00 PM or Sunday at 9:30 AM for pruning. All equipment and training provided.
- Wear closed shoes.

Membership:: Beverly Knight

2013 Members

Cash: \$12,440.00

re-sign-ups:	191
new sign-ups:	72
TOTAL Members:	263

- Email went out to new members
- Meghan, Joanne and Michael (designer) put together a brochure that will be available at membership meeting and events in the park
- Some will be stored in the shed

Facebook: Meredith reported Facebook is up 8

324 Followers as of 5/13/14

332 as of 6/10/14

She encouraged members to check out the Facebook page to view photos of the Rose Garden.

Internet Communications: Christina Sperry

Three emails were sent to our mailing list since the last monthly meeting.

- 1) reminder about June 21st Park activities: Community Coffee Hour with Mayor Walsh and the kickoff of the city's fitness series.
- 2) the June monthly newsletter, and
- 3) just today, an update about FOCCP membership and volunteer opportunities.

They all went to a usual number of recipients and were opened and viewed at the typical 1/3 rate.

Please remember to check out FOCCP's online calendar of Park-related Events for a lot of great things to do throughout the summer and into the fall. It's at our website, foocp.org, and includes events that FOCCP organizes, events by other groups that the FOCCP sponsors, and other events. Also, if you ever notice that the calendar is missing a Christopher Columbus Park event, please let me know (info@foocp.org or christina@foocp.org).

Infrastructure: Ford Cavallari

- We've had 2 meetings of the Infrastructure Committee meeting this month as well as 3 park onsite walkthroughs for the trellis lighting project
 - Phase 0 testing of LED strip lighting went well - our LED vendor Hehong has proven to be very responsive and flexible during this phase
 - Joanne and Ford met with Parks Department Chief Engineer Rob Rottenbacher on May 27 to discuss Phase 1 field installation as well as full spread of white LEDs to replace failing summer lamps
 - Rob and his boss, Commissioner Chris Cook are both on board, although both were clear that all funding and project management needs to be owned by FOCCP
 - Bob Venuti and Ford met with Chris Cook on June 2 to try to clear some obstacles discovered in the last week, including some broken power feeds as reported by Electrician Dino Coutlis as well as lack of any electrical plans in the Parks Department
 - We reached out to Halverson Design (2003 CCP renovation) and Bellalta 3 (Oasis project) to see if either had an electric plan - Bellalta did have one and sent it to us on 6/9 - we are now using it and I have supplied it back to our Parks Department contacts
 - We are carefully calculating power requirements and availability in light of the possible circuit failures and other unknowns before moving forward with Phase 1
 - We may need to consider moving to cheaper, lower power LEDs, or consider running additional aerial power lines to the trellis - Chris Cook expressed willingness to allow us to do the latter (which would be a better/preferred solution).
 - Time is becoming critical to solve the power issues and move forward on the Phase 1 (field test) and Phase 2 (full) installations - we need to close the loop with Chris Cook on the power situation ASAP as our next step.
- \$100,000 cost for new LEDs which will last longer.

Volunteers encouraged to join the committee.

Media:

- A draft press release for our "Independence Month 2014 Kickoff" was circulated on 6/5 to the Independence Celebration Committee as well as Joanne
- The release describes our 6/28 Friends of Christopher Columbus Park celebration as well as the 6/21 NEWHBA and the 6/29 NEMPAC events we are co-sponsoring
- Edits were compiled from each committee member and Joanne, a "quotee" was selected (Kathleen Tedesco) and the release was finalized on 6/10
- The release was just put out this afternoon, 6/10
- Our next planned releases are for the Columbus Day celebration, the Gala, and the Trellis lighting - we probably won't do one (or will do a light event announcement only) for the cruise and the movies.

Treasurer: Audrey Tortolani

- Expenses Year to Date: \$ 17,400
- Revenue: \$ 98,000
- Savings: \$ 53,000
- CD \$100,000
- Oasis \$ 26,500

Total: \$322,000

The 2 large expense items - Lentine Electric and the Horticulture Trellis replacement in the garden. In the income area, Membership numbers, both online and basic membership via the mail. Going to look into separating out the membership \$ from donations going forward.

Fundraising Chair: Patricia Sabbey

- Brochure will be given to businesses and condo associations
- Recognize brochure use as a tool for fundraising
- Businesses will be acknowledged
- Will work with corporate sponsors

Photo Class in Park with City of Boston: Meghan

- Her mom brought her niece and nephew (ages 9 and 7) to class
- Their photos along with one from Matt Conti were chosen
- A reception and celebration was held at City Hall on Tuesday.

Independence Day Celebration: Saturday, June 28 – Chairs: Laura Benevento, Kathleen Tedesco and Diane Royal.

Update by chairs

- Sign up sheet for volunteers
- Looking for set up and clean up volunteers

- Members at the event will pitch in
- Games for kids – following up with Greenway
- Joanne questioned if they had people lined up for the parade to coordinate the children
- Arleen Freed volunteered. She will do the balloons, as well
- Meredith handed out posters to be distributed in the community, keeping track where each poster will be placed
- email at info@foccp.org for further information

Members Only Harbor Sunset Cruise: Wednesday, July 23. Chair: Virginia Kimball

- Boston Harbor Cruise donating the boat. They have a catering company.
- Tickets \$45.00 will go on sale soon.
- Time: Board 6:30 PM – Sail 7:00 PM Return 9:45 PM

Oasis Project: Update by Joanne who has a meeting with Interim Parks Commissioner Chris Cook and Chief Landscape Architect Wednesday, June 11 at 4pm.

- Will discuss differences in approach to design
- Create and inviting space
- \$30,000 in grant money for project

Columbus Day Celebration, Monday, October 13 ... Chair: Ann Babbitt

- Man who does the bubbles in the park will be there for FREE

Movies: Sunday July 13 Field of Dreams

Sunday July 20 Sleepless in Seattle

Sunday July 27 My Neighbor Tortoro

Sunday, August 3 BIG

Sunday, August 10 Star Wars: Episode 1

Sunday, August 17 Happy Feet

Joe Bono has agreed to sponsor the movies again.

** Annual Fundraiser: Friday, November 14. Boston Harbor Hotel

** Trellis Lighting: Monday, November 24

New Business: HordON HEALTH - Marc Hordon, Founder North End Waterfront Health and Beauty Alliance

NEWHBA FEST – June 21st 8:00 to 12PM Exercise FREE

12PM to 8PM FREE Music

This year we are awarding three individuals: Health & Beauty Selflessness Award, Health & Beauty Pioneer of the Year, Health & Beauty Advocate of the Year

Sponsorship :

Luna Bar, Food Should Taste Good, Vita Coco, Yelp, Boston Public Health Commission, NorthEndBoston.com,

8 Bands, Headlined by Hadrian's Heros and Jouhn Hanifin

5 or 6 classes booked.

Beneficiaries:

FOCCP & Nazarro Community Center (receive donation for their efforts in Health & Beauty of the North End)

North End Against Drugs, North End Athletic Association, & All Non-Profits in the North End and Waterfront are allotted tables for this event at NO cost

Boston Institute of Jump Semi-Professional Grass Volleyball Tournament

6-8 new members of NEWHBA this year

ALL members are allowed to tag and post NEWHBA Facebook for any and all posts

All members have benefits at the shops of all other members, no more than HordoN HEALTH!

HordoN HEALTH muscle is at the FOCCP's Disposal for any heavy lifting

We have a tentative NEWHBA Appreciation Fundraiser Cruise (similar to your cruise) planned for August 28th at the usual time...

I didn't get to mention that my beard was part of a fundraiser that we have called Bid for Beards, where we have my entire company paying to keep or remove my beard on the 21st.

May Minutes were approved.

Meeting adjourned: 7:38 PM

Respectfully submitted,

Patricia Thiboutot, Clerk

*Friends of Christopher Columbus Park
Meeting Minutes 07/08/14
Mariners House, Boston, MA*

Meeting chaired by Audrey Tortolani in Joanne Hayes-Rines' absence

Called to order at: 6:32 P.M. - Adjourned at: 7:20 P.M.

Recording the meeting is Patricia Thiboutot

Patricia distributed minutes for review by those who were at last month's meeting.

Laura Benevenuto requested to be placed first on the agenda to give her Independence Day Celebration report.

**Independence Day
6-28-14**

NEMPAC	284	
Tanglewood Marionettes	607	
Peter O'Malley Magician	700	
Steve Klein (Balloon Wizard)	450	
Boris Koski	450	
T-Bone (Tom Stankus)	575	
Flags (Online Stores)	82.03	
Boston Balloon (Loose Balloons)	223.75	
Rental Depot (tables)	198.2	
Posters	227	
Raffle Money		240

Next Step Living - donation for table		150
Total	3796.98	390

Laura indicated it was a successful event even though the numbers were down from last year. She thanked all the wonderful volunteers who helped make the day a success.

Committee Reports:

Horticulture report – Robyn Reed - Absent - Emailed Report

We have added a small fence around the center bed to discourage people from stepping into the actual rose planting area. I'd love to hear feedback on whether it is working or not, so please feel free to let me know if you see a difference in how people use that area.

Ford and I "fixed" the water main break the other day - we are not experts, but it should have held up when the water turned on.

The key box has been moved because we do not feel it is a secure location to keep the keys to the shed anymore.

Joanne Hayes Rines: sent an email to Bernie Lynch, Parks Dept. maintenance chief, re break in Rose Garden irrigation system. Copied Commissioner Cook and Ford on the email.

Meredith reported that buntings were stolen. Roses are amazing this year thanks to the winter weather! Second blooming now. Huge buds. Thank you to all the wonderful volunteers.

Meredith also showed photos of the oil drum trash cans that she and Robyn decorated. Asking Coast Guard when they do their bi-annual cleanup of the harbor that they pick up any barrels or benches that have been thrown into the harbor.

Membership report -- Beverly Knight - Absent

Meredith Piscitelli Reported for Beverly.

\$13,755 from Invitations sent to corporations and condo associations

\$ 217.00 Membership Renewals

\$ 79.00 New Members

\$ 296.00 from Membership

Facebook: 06/11/14 332 Likes

07/07/14 352 Likes

Meredith read complimentary notes sent with donations and membership fees.

One note stated that dogs were a huge issue in the park.

Discussion on dog issues ensued in regard to off leash dogs. Ford asked that photos of off leash dogs be sent to him. He also announced that NEWRA will be taking up the discussion at the August Meeting. He will keep the group informed.

Website & Internet Communications Report - Christina Sperry

Two emails were sent to our mailing list since the last monthly meeting:

- 1) A special bulletin about upcoming summer events in the Park
- 2) The Monthly Newsletter,
- 3) They all went to a usual number of recipients and were opened/viewed at the typical ~1/3 rate. The summer bulletin email had more link clicks than usual, so people were definitely interested in learning more about various events. The two big events of interest based on link clicks were the City of Boston's Summer Fitness Series and the FOCCP Harbor Sunset Cruise.

Remember to visit FOCCP's online calendar of Park-related events for a lot of great things to do throughout the summer and into the fall, and then check the FOCCP Facebook page for pictures of these events and other happenings in the Park.

Infrastructure Committee report - Ford Cavallari

We've had 1 outdoor meeting of the Infrastructure Committee meeting this month (on 6/5 in the Park with electrician Dino Coutlis) as well as a number of other park onsite walkthroughs for the trellis lighting project.

An indoor meeting of the Committee is scheduled for tomorrow (7/9) at 5:30 at the Pilot House to hammer out details of the Phase 1 test.

We circulated copies of the electrical plan obtained from Bellalta 3 (who had images of both page 1 and 2) to interested Committee members as well as back to the Parks Department

We carefully calculated power requirements of installed lighting (132A) and revised proposed lighting (124A), and validated that there is enough power feed to handle these configurations

We negotiated a "special run" of the LED light strips with Hehong to be manufactured at 1/6 normal LED density - this will allow us to squeeze below the power ceiling

We devised a labor and power-saving installation strategy which we plan to test in the center trellis later this month (top and bottom)

We have ordered 50M additional color LED and 100M white LED for our Phase 1 test - these are just shipping out of Hehong this week

The Phase 1 (field test) is currently slated for late July. The customer order is planned for early August. We expect materials here by end-of-September and a Phase 2 (full) installation in October

A lot of thanks to Bob Venuti and Joe Vozzella who stepped up strongly in June to help guide us toward resolution of the power questions

We effected some emergency repairs on the rose garden irrigation system, which has been effectively out all season (several line breaks).

While I was able to repair the very visible break at the center (near the new rose trellis), there appear to be 2 more underground breaks which I have been unable to locate. The Parks Department has thus far been unable to get the contractor who's reportedly taking care of the rose garden irrigation system to repair the system.

Media:

No media activity after the Independence Day Celebration, or planned for July

We held a Google "bootcamp" for Board members and committee chairs on 6/13, and plan another for late-July

Treasurer's Report – Audrey Tortolani

June: Expenses: Tot Lot - \$1,950.00

Independence Day: \$3,714.95

NEMPAC Opera: \$1,750.00

Revenue: Membership online & checks: \$1,500.00

Donation: HordeN Health \$1,800.00

Combined Accounts: \$318,676

From now on sponsorship money and membership money will be separated.

Fundraising Report: Chair Patricia Sabbey - Absent - No Report

Members Only Harbor Sunset Cruise: Wednesday, July 23. Chair: Virginia Kimball. Boat donated by Boston Harbor Cruises. \$45 per adult member or guest. Boarding

begins at 6:30pm. Cruise from 7pm to 10pm approx. Hors d'oeuvres by Taste of the Town Caterers. Cash bar.

Joanne's Report on meeting with Interim Parks Commissioner Chris Cook and Chief Landscape Architect Liza Meyer on Wednesday, June 11. The 1 ½ hour meeting covered many topics:

- 1) Oasis Project. Liza still wants the design "tweaked" and will communicate with the landscape company that FOCCP engaged for the project, Bellalta 3 Design. As of last week, Liza had not contacted them nor had she responded to follow up email from Joanne.
- 2) Trash Barrels. The was, "Those oil promised we would August. 20. Joanne members will meet Lynch on July 15 in have 10 Big Bellies board will determine location and also will cans. In the interim, Committee member the look of the ugly
- 3) Stones in spray problem of mud someone from the Parks Dept. maintenance crew decided in the spring to put stones in the area. The stones spread through the grass and onto the spray fountain. Joanne requested they be removed and they were ... finally on Thursday, June 26



first thing Chris Cook said barrels have to go!" He have new trash barrels by and several board Maintenance head Bernie the park. Bernie says they for Columbus Park. The how many we want and request traditional trash Hort Chair Robyn Reed and Meredith Piscitelli improved trash barrels. fountain. To solve the around the spray fountain,

Chris was extremely complimentary about FOCCP and has a special regard for the park because when he was head of events for the City, he had many events in the park. I anticipate an excellent working relationship with the Parks Dept.

Columbus Day Celebration, Monday, October 13 ... Chair: Ann Babbitt - Absent
Discussion if lights will be sold. Suggest to Ann that maybe they could be sold at event.

Movies: Sunday July 13 Field of Dreams
Sunday July 20 Sleepless in Seattle
Sunday July 27 My Neighbor Tortoro
Sunday, August 3 BIG
Sunday, August 10 Star Wars: Episode 1

Sunday, August 17 Happy Feet
Joe Bono has agreed to sponsor the movies again.

**** Annual Fundraiser: Friday, November 14. Boston Harbor Hotel. Wharf Room.**
**** Trellis Lighting: Monday, November 24**

New Business - No New Business

June Minutes Approved

Respectfully Submitted,
Patricia Thiboutot, Clerk

Friends of Christopher Columbus Park
Monthly meeting

August 11, 2014
The Mariner House
North Square
Boston, MA

Joanne Hayes-Rines convened the meeting at 6:40pm with 20 members in attendance
Liz Greene, former Clerk recorded the minutes for the vacationing Clerk, Patricia Thiboutot

The July 2014 minutes were distributed for member review

Horticulture Committee report. Robyn Reed

Robyn reports that this summer has been very good for the roses -- producing great blooms. However, there have been problems with people picking the roses and damaging plants. The committee has placed a little fence around the center bed to discourage people from entering the main flower bed.

There have been some problems with irrigation which is better now, but more rain would be helpful.

The lilies are getting over-grown in Crescent Garden and the volunteers are beginning the fall effort to thin them out

Membership Committee report - Beverly Knight

Beverly reported current membership total at 309 which is still less than the Committee's projections.

Efforts underway to work on ways to increase the membership renewal rate. Any ideas can be sent to: info@FOCCP.org

Meredith Piscitelli sent Facebook stats: 359 likes

Beverly announced that, at the suggestion of Rita Pagliuca, and the approval of the Board, there is a newly established Membership Committee role of Volunteer Liaison. And, Rita will be the first to take on this role. She will serve as the formal greeter for new members and will make sure to call and welcome them to the organization, explain volunteer opportunities, and offer to escort or bring them to Monthly meetings or other events. The membership greeted this idea with enthusiasm and thanked Rita for her idea and initiative in taking on this important role

Website and Internet Communications Committee report - Christina Sperry

Four emails were sent to our mailing list since the last monthly meeting: three about the annual members only harbor cruise, and; the August monthly newsletter

They all went to the usual number of recipient and were opened and viewed at the typical ~1/3 rate. the first cruise email had more link clicks (to buy tickets on-line)than another email all year, except for the January 2014 newsletter which had a lot of people clicking to see the Park photos

after a big recent snowstorm. Big thanks to Meghan Denenberg for spearheading the cruise emails.

As for the FOCCP website, there was a large (~350%) increase in website visits this past weekend. Turns out that our summer movie series got picked up at a few websites as a great city event, including by Boston Magazine, Thrillist and the City of Boston. The website has been pretty heavily visited all summer, much more so than last summer.

For instance, July is typically the month we get the most website visits. In July 2011, July 2012 and July 2013 we had an average of about 5000 website visits. In July 2014, we had 10,320 visits.

Remember to visit FOCCP's online calendar of Park-related events and to visit FOCCP's Facebook page for pictures of these events and other happenings in the Park

Infrastructure Committee - Ford Cavalleri

Ford reported that the first set of test LED lights went up last week. He asked the membership to let him know their reactions to them. He's interested in frank comments and will make an effort to do what the majority would like to have. He explained that the lights will be placed under and over the trellis, but not wrapped around the trellis, as they currently are. He said they will all be the same shade of blue. The current 2 shades of blue are an artifact of replacement lights over the last few years. Member comments should go to: trellis@foccp.org

Treasurer report - Audrey Tortolani

Audrey reported on summary expenses and revenues for 2014 events to date. Details available from Audrey

Membership drive expenses: \$2733.07
Tot Lot Clean up expense: \$2132
Independence Day expense: \$3796.98 Revenue:\$390
Sunset Cruise expense: \$2367.50. Revenue: \$2970.00
2014 Fundraiser deposit/Boston Harbor Hotel: \$2500
Other expenses
NEMPAC opera: \$1750.00
Trellis Lighting: \$6479.03
Capital expenditures: \$2671.16

Membership revenue: \$12,560.00

Total FOCCP Account Balances (Checking, Savings, CD, MM, PayPal: \$313,843.35

Fundraising Committee - Patricia Sabbey

Patricia reported that she and Joanne Hayes-Rines and Antonia Bellata, the landscape architect working with the FOCCP Oasis Project met with Liza Meyer and Lauren Bryant from the Boston Parks Dept on July 31. They discussed the design plans and Liza will continue to work with FOCCP as the project manager

Columbus Day - Ann Babbitt and Mary Marengi, Co-chairs
Develop games/activities for a little older kids Mary working this

Ann circulated a sign up sheet for volunteers for the October 13 event. She reported, in particular, that Mary is working on developing games/activities for the elementary school aged kids. Any ideas and to sign up, contact Ann or Mary.

Summer Movies.

Joanne reported that there may be an additional movie added to the schedule for Sunday, August 24, possibly the movie, Frozen! Stay tuned

The 2014 FOCCP Fundraising Gala is scheduled for Friday, November 14 at the Boston Harbor Hotel. A casino night is under consideration - but also looking at other options. There will be dancing, a silent auction, food, a wine wall and more. Joanne notes that lots of ticket sellers will be needed!

The annual Trellis Lighting will be held on November 24 and Tia's has offered to host an after lighting event for FOCCP volunteers

Other business

Jim Salini reminded the membership of the Annual NEWRA summer party scheduled for August 20 from 6:30 to 9 at the Pilot House

Minutes approved by attendees

Meeting adjourned at 7:45pm

Liz Greene, Clerk pro-tem

Friends of Christopher Columbus Park
Monthly meeting minutes
September 9, 2014
The Mariner House
North Square
Boston, MA

Joanne Hayes-Rines convened the meeting at 6:35pm with 20 in attendance

Meeting attendees introduced themselves

Horticulture committee

Ford Cavallari gave the report for Robyn Reed who was unable to attend the meeting

Roses continue to bloom and the garden looks lovely. One negative to report is the increase in more rat holes. Aside from making it challenging to work in the garden, this activity is stressing the roses and could potentially do more harm. This needs to be corrected. It is not good for long term endurance of plants.

The horticulture volunteers will continue working each Sunday morning at 9:30 am in the Fall. Wednesday evening work will discontinue when it becomes too dark.

Some Day lilies in the Crescent Garden are getting too thick and work needs to be done to thin them out and moved to emptier spots.

And finally, Ford reported that the locks on the rose garden gate have disappeared. It's not clear if the staff from the Parks Dept have them or not. Will report updated status next month

Website and Internet Communications Committee report - Christina Sperry

Two emails were sent out to our mailing list since the last monthly meeting

- 1) a special bulletin about the extension of the summer movie series, and
- 2) the September monthly newsletter

They all went to the usual number of recipients and were opened/viewed at the typical ~ 1/3 rate

As for the FOCCP website, August had less visitors than July, which was our all-time peak. This month, Christina shared how people have found our website so far in 2014.

Almost 40% of visitors came to the website via an external link, like from cityofboston.gov.

About 35% found us thru search engines (from the US and 34 other countries). About a quarter come to the website directly, like thru a browser bookmark. The rest of the visitors mostly came via social networks, such as Facebook

Christina reminded attendees to also visit the FOCCP online calendar of Park-related events and to visit FOCCP's Facebook page for pictures of these events and other happenings in the Park

Infrastructure committee report - Ford Cavallari

Ford reported that the Trellis Relighting Project is moving along. There was a informational meeting with the RFP Bidders which resulted in good interactions and some new issues to think through. Responses are due on Monday, 9/15.

City Electrical Inspector met with the Committee to review details. The inspection showed that indeed some of the older trellis wiring/boxes (from 1976) need to be replaced

Joanne, Ford and Bob Venuti will be meeting with city personnel and Parks Dept Commissioner to review the project and RFP

The annual Holiday Trellis Lighting is scheduled for Nov 24. The Mayor is expected to attend

Treasurer report - Audrey Tortolani

Total YTD Expenses \$31,875.95

Total YTD Revenues \$19,355.00

Trellis Lighting Project YTD \$6687.03

Insurance YTD \$1665.00

Audrey reports that of the YTD revenue, \$13,000 came in from membership!!

Thank you Beverly!

Fundraising Committee -- Patricia Sabbey

Patricia reported that the Marriott Hotel and Sunstone Corp will again be corporate sponsors. She reported that Joe's American Bar and Grill have also agreed to sponsor at the corporate level, after some years of not sponsoring the Park.

She reported that the Committee is again seeking donations at the Business level from neighborhood restaurants, condo associations and other neighborhood businesses.

Anyone who has a good relationship with a local business should feel free to use the FOCCP brochure to solicit some commitment for the Park. The committee will acknowledge these donations through annual report, local media etc

Oasis Project - Joanne Hayes-Rines

Joanne reports that the Project is moving forward. There have been meetings with landscape architect and design company. City landscape architect has requested some additional new designs. Further updates next month

Columbus Day event - Ann Babbitt

Ann reported that today she is sending an informational email on the event to all volunteers. The event schedule has been set and the need now is for lots of volunteers to help out during all or part of the event. A new activity, a scavenger hunt for the 6-12 year old children will be held.

All interested volunteers should contact Ann. A meeting has been scheduled for Thursday, 9/25 at 7pm.

She told the attendees that an After-Party for event volunteers will likely be held at Joe's American Bar and Grill, with a cash bar and approx \$20/per person. She will have more details at the 9/25 meeting. She also reported that the Italian Consul General will be attending and participate in the small wreath laying ceremony at the beginning of the event.

Annual Gala

The event is scheduled for Friday night, November 14 from 6:30 to 11:30pm at the Boston Harbor Hotel Wharf Room. The evening will include a cocktail hour, light buffet, dancing, silent auction and a speaking program to honor the Guest of Honor, Matt Conti. Tickets will be \$150 and are currently available to purchase on the website. The Mayor has been invited.

Meghan Denenberg and Ann Babbitt are chairing ticket sales. They are hoping that FOCCP members will take more ownership for selling tickets and highlighted the Boston Harbor Hotel as the new venue.

There will be 10 tables for 10 persons for sale at \$2000/ table. There will be other tables for 6 persons available for individual ticket sales

Laurie Cadigan, Auction Chair reports that she is soliciting ideas and donations for the wine and dine wall, which was such a success at last year's event. She is hoping that she will get more items this year.

Ann Babbitt has a list of those FOCCP members who solicited restaurants that donated last year or in the past and will ask those members to approach those restaurants again this year. Patricia Thiboutot will coordinate this when she returns from vacation.

Joanne reminded the attendees that it would be helpful to tell potential donors that, on average, the much-loved Holiday Trellis lights cost about \$30,000/year and that our all-volunteer group has made that possible

A Gala planning meeting is scheduled for Tues 9/16

Membership Committee - Beverly Knight

Beverly report YTD membership total at 313 members as well as 367 likes on our Facebook page.

Other business

Dianne Royle suggests draft minutes be uploaded to the FOCCP website before each meeting for members to read before meeting. She also suggested that the monthly minutes include the signature of the President, when approved. Further discussion with Patricia Thiboutot, FOCCP Clerk when she returns

Moved and seconded by Meghan Denenberg and Ann Babbitt that the minutes be accepted as written. Voted in the affirmative by the attendees

Adjourned 7:35

Minutes submitted by Liz Greene, Clerk pro tem

*Friends of Christopher Columbus Park
Meeting Minutes 10/14/14
Mariners House, Boston, MA*

Meeting chaired by Joanne Hayes-Rines

Called to order at: 6:38 P.M. - Adjourned at: 7:32 P.M.

21 members in attendance

Recording the meeting is Patricia Thiboutot

Patricia distributed minutes for review by those who were at last month's meeting.

Guest: Jennifer Lee, Boston University Journalism Student

Reporting on Meeting for a class.

Members were asked if there were any objections to her taping the Meeting.

No Objections.

Committee Reports:

Horticulture: Robyn Reed.

Roses winding down.

Plucking off petals.

Ordered Mulch.

Some day lilies were donated to Elliot School.

City donating daffodils that will be planted.

Membership report -- Beverly Knight

-323 paid members

Website & Internet Communications Report - Christina Sperry

Two emails were sent to our mailing list since the last monthly meeting:

- 1) An invitation to the Gala, our annual fundraiser, and
- 2) The October monthly newsletter.

They each went to a usual number of recipients, but the invitation was opened at more than the usual ~1/3 rate. It was opened by nearly 60% of recipients. Hopefully that means many people are interested in the Gala and will attend! Notably, that's the highest open rate for any mailing list email as far back as I could find records, March 2008.

As for the FOCCP website, we continue getting a good number of visitors there. We're not yet quite halfway through October, and we already have had more website visits this month than last month. The top external referrer for the month by far is a website called Mommy Poppins, which is a site about things to do in Boston with kids. It picked up on our Columbus Day event.

Infrastructure Committee report - Ford Cavallari

As of our meeting on 10/14, everything for the LED lighting installation was on-track:

1- our custom-made lights (customized to accommodate the limited power availability on the trellis) were on track, scheduled to be manufactured between 10/18 and 10/25 (note on 10/29 - they have been manufactured on schedule)

2- while there on other business, Robyn Reed made a personal visit with Sarah Yang, our contact at the Hehong factory at Shenzhen where our lights were made. Robyn's visit was instrumental in getting FOCCP the preferred manufacturing timing allowing us to keep schedule despite an earlier payment delay to Hehong. Robyn also noted that in Shenzhen the notion of having an all-volunteer nonprofit booster group for a Park was totally alien - Sarah Yang thought our government should take care of our parks, and she thought our group was extraordinary to have such a role!

2- the LED light strips were, as of 10/14, scheduled to be at the trellis on 10/30, before actually needed on our project timeline.

3- installation was scheduled for 11/3-11/14, leaving a week of time before the 11/24 event

4- we kept a backup plan, in case of any delays or disasters, to light the existing trellis lights - although there was no indication that we should expect a delay, we had decided early-on to keep that option open as a precaution against disaster (like a Hong Kong riot), and therefore we asked to delay any trim-off of the old lights until the new lights are either in-hand or in-transit

5- we prepaid about \$6,000 for the lights - another \$18,000 is due upon completion of manufacturing - air shipment and customs handling will add another \$5,000

As of the 10/14 meeting, the RFP responses had also been completed, received and analyzed:

1- the Infrastructure Committee made an initial recommendation to the President that the work be split among two contractors, Lentine (for trees and electrical work) and Lewis (for LED strip hanging on the trellis) - the RFP contemplated such a split (dividing the total project into 5 pieces), with this split saving over \$25,000 from the highest cost bid

2- the Parks Department wrote an unusual letter suggesting they might have a problem with multiple vendors and urged a single-vendor solution - Ford called the letter out as irregular and expressed concerns that the Park was actually insinuating themselves into our RFP process and contractor selection via this letter substantially more than Chris Cook had indicated they should, endangering FOCCP's future immunity from public contracting and prevailing wage laws

3- the Infrastructure Committee made a follow-up recommendation that we select a lead contractor for electrical work and arrange for that lead to subcontract the lowest-cost bidder for LED hanging (Lewis), thus addressing Park Department objections (notwithstanding our continued objection to their letter)

4- when the Infrastructure Committee and Joanne could not agree on contractor selection, Joanne agreed to take it to a Board vote, since the amounts affected by the decision were in excess of \$25,000

4- the Board meeting to hear the arguments on contractor selection immediately followed the general FOCCP meeting on 10/14

5- based on the Board meeting, as well as follow-up discussions, several important changes were agreed:

a- Sanibel was awarded the contract, based on their willingness to meet the low-bid numbers and take on the subcontractor

b- despite still being on schedule, to eliminate all risk of delay to the 11/24 illumination event the Board chose to put off the installation of LED strips until March and go with the backup plan immediately of lighting the old lights

c- Sanibel was also chosen as the firm to refresh the trellis lights, based on their offer to provide volunteer labor and over-winter warehouse storage for the LED strips

d- Lentine was asked to continue doing all holiday tree decoration for FOCCP

The Infrastructure group was 100% committed to the trellis relighting project in September/October so there was nothing else to report . and contractor selection via this letter substantially more than Chris Cook had indicated they should, endangering FOCCP's future immunity from public contracting and prevailing wage laws

Treasurer's Report: Audrey Tortolani

All numbers are approximate:

Select Expense Items:

\$6000 – September expense for Trellis Lighting

Select Revenue Items:

-Gala Tickets: \$10,000 as of 9/30/14

-Sponsorships: \$22,000 as of 10/11/14

Fundraising Report: Chair Patricia Sabbey

-Sponsors: \$5,000 each

Carmela Laurella.

Marriott Long Wharf

Sunstone

Condo donations of \$500 each:

Mariner
Commercial
Lewis
Lincoln (1st time)

Lahey Landscaping; Joanne

Walk through park proposal:

- Replace 2 oak trees (12' to 15') \$780 each
 - Annual pruning wisteria
 - Remove existing lights
 - Deep root 2 crab apple tree and 6 locust trees
- Robyn added to trim tree by Rose Garden near fountain
Total: \$12,490.
Park Dept. does not prune but does shape pear trees

Christopher Columbus Day Event

The day started with the parade through the park, led by Christopher Columbus on Stilts & Jenny the Juggler. The opening ceremonies included remarks by the Italian Consul to Boston & Aaron Michlewitz, along with NEMPACs soloists performing God Bless America & O Sole Mio in Italian....not a dry eye around.

Thanks to the efforts of our many volunteers, this year's Christopher Columbus Day celebration was a huge success. A special thanks to our young raffle salespeople, Meghan's niece & nephew, Isabelle & Camden & Jack Marengi . A new addition to our festivities this year was a bake sale table. Greg Marengi wanted to participate in raising money for the park too. Being familiar with school bake sales, etc. he had the idea of a bake sale table. Greg worked hard putting it together and with the help of his little brother, Michael the day of our event, the bake sale was a sell-out. Between the raffle sales & the bake sale, these children raised \$800+, paying for the services of Jenny, the Juggler & Christopher Columbus on Stilts. The horticultural committee had a table of day lilies (donations accepted), divided from the crescent garden.

The day's activities included performances by Jenny, the Juggler, Big Joe, the Storyteller, Christopher Columbus on Stilts, an appearance by Curious George, and Peter O'Malley, the Magician. In addition, NE Aquarium's Tidepool, NEMPAC's musical petting zoo & fall craft table and face painting by Jenny and our creative volunteers combined to provide a fun-filled day. Jim, the Bubbleguy, was a special addition, kids and adults alike were mesmerized by his giant bubbles. We ended the day with an after-party at Joe's American Bar & Grill.

Oasis Project- Patricia Sabbey

On October 8 Joanne and I met at the Parks Department with Lauren Bryant, Project Manager, Liza Meyer, Chief Landscape Architect, and Antonia Bellata, landscape architect from Bellata3 Design. Antonia presented a revised version of the proposed urban oasis design. The cost is:

Construction \$225,553

Contingency \$26,000

Design \$23,000

(\$6000 of the design fee already paid)

The Parks Department needs to assess the extent of the sinkhole/sea wall repairs so this may delay the project. This

could tie into the Oasis project development.

Funds donated so far:

Blossom Fund. \$10,000

Beautify Boston \$20,000

CL Waterfront - Carmela Laurella. \$25,000 (payable in installments)

Gala-Laurie Cadigan

Collecting auction items and gift certificates.

Sold 107 tickets

Goal to sell 250-300

Maximum of 10 corporate tables - 7 sold

Cocktail tables and chairs for guests

Reminder...Trellis Lighting Monday, November 24

Minutes accepted with changes.

Respectfully submitted,

Patricia Thiboutot, Clerk

Friends of Christopher Columbus Park
Meeting Minutes 11/11/14
Mariners House, Boston, MA

Meeting chaired by Joanne Hayes-Rines
Called to order at: 6:36 PM

Committee Reports:

Membership: Beverly Knight

- 323 Members
- \$15,210 raised
- Suggestion: Place Renewals for 2015 on tables at the Gala.
- 14 month Membership

Horticulture: Ford Cavallari reporting for Robyn Reed

- Roses cut down
- Mulch ordered
- 200 Daffodils courtesy of Judy Miller of the Prince Building
- Daffodils were planted in Crescent Garden and around center bed
- Branches taken off some trees in Rose Garden
- Rodent situation still very bad - big holes
- Suggestion to paint trash barrels in the park this spring
- City still has not provided the promised Big Bellies
- Lahey trimmed the wisteria - some lights out

Infrastructure: Ford Cavallari

- Board decided to postpone new lights
- Refresh underway - Steve Mirabella from Sanibel Electric donating labor a change from Lehey.
- Turned lights on last Friday for test - 20% out
- Working today
- Ready to go this week
- Leds out, not sure why
- New lights will be better
- Shipment for new lights slowed down - Sanibel will store free of charge
- Install new lights in the spring (late March or early April) before wisteria grows
- Less labor on new lights

Treasurer's Report - Audrey Tortolani

- Biggest Expense: Columbus Day Event: \$3,300.00
 - Raised \$1,000 from Bake Sale and Raffle
 - \$28,000 sponsorships-More coming in
 - Gala Ticket Sales: \$13,000 October
 - \$354,000 Balance from checking, savings, investments
 - Trellis Lights will cost \$68,000 down from \$100,000
- We are replacing city security lights in April. White lights for summer.
Ford: may take light fixtures off.
Next stage - change colors.
Attached as an FYI, is the YTD October Revenue and Expense report along with account balances.

You may notice I've added "Gala donations" as an extra row under revenue as we are getting a good amount of donations from people who can not attend the Gala but want to donate - YTD Oct: \$1080. Just today, I deposited an add'l \$1400 in donations - this will be added to the \$1080 and reflected in the November YTD spreadsheet.

Fundraising: Patricia Sabbey

More sponsorship money has come in:

- Century Bank. \$500
- Prince Building \$500
- Golden Goose \$2500
- Today, added Camela Laurella from CL Waterfront as a Platinum sponsor at \$10,000. Joanne and I met with Kristen Keefe, Faneuil Hall Marketplace General Manager. Faneuil Hall Marketplace purchased a Gala table.
- Carmela added 3 more tables.
- Selitto Family Foundation donating \$750.00
- Sponsors will be recognized with names on Poster at entrance to the Gala.
- Tables will have names of sponsors.

Gala: Friday, November 14, 2014 6:30 PM to 11:00 PM

- Attending: Chris Cook (1 ticket), Senator Petrucelli (2 tickets) Bill Linehan (2 tickets) Aaron Michelwitz (1 ticket)
- Ann- As of 4:30 on Nov. 11, 238 Tickets sold
 - Cannoli and tray of cookies donated by Caffè Paradiso (Adrianna DeStefano)
- Laurie excited about Auction Items
 - Recognition of major sponsors: Banners 6' x 4' that are all unified Laurie's company designing banners
- Volunteers: Set up at 2:00 PM
- 10 tables of 10 (8 or 9 Corporate Sponsors
- 2 Empty tables
- Passed hors d'oeuvres in open space
- 6:30 Cash Bar, Pianist
- ATM outside ballroom door
- Grand Ballroom - Saxophonist
- Joanne will acknowledge sponsors, introduce Mayor Walsh. Mayor Walsh will present gift to Guest of Honor, Matt Conti
- Silent Auction, Treasure Chest with Gift Cards (100 keys), Small Treasure Chests \$20.00 for key, \$20.00 for small treasure chest
- Food Stations

Trellis Lighting - November 24th - organized by the Parks Dept.

5:15 PM NEMPAC

- Mayor Walsh, Santa and Miss Massachusetts
 - Starbucks donating hot chocolate
 - Marriott donating cookies
 - Joe's American Bar donating clam chowder
 - Radio Station
 - Volunteers who have volunteered for FOCCP this past year invited to Tia's for after Trellis Lighting party. Joanne will send out invitations. Expected turnout will be 75-80. No dinner but heavy hors d'oeuvres. Open Bar.
- October Minutes accepted with changes.

Meeting adjourned at 7:27 PM,

Respectively Submitted, Patricia Thiboutot, Clerk