



Bicentennial Committee 2008

Mark Cheplowitz, Chair
County – Kerry Macomber

Cities:

Aurora - George Horvat
Kent – Christine Craycroft
Ravenna – Gary Locke
Streetsboro – Mayor Pavlick
Tallmadge – Sharon Alexander

Townships:

Atwater – Steve Georges
Brimfield – Sue Fields
Charlestown – Fiscal Officer
Deerfield - Bill Westover
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Brady Lake – Mayor Lehman
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Board of Commissioners • 449 South Meridian Street • Ravenna OH 44266
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Portage County Bicentennial Committee June 13, 2007 *Minutes*

Attendance

Meeting was called to order at 6:02 p.m.

Present: Portage County - Kerry Macomber; **City** of Tallmadge–Sharon Alexander; **Townships** of Atwater-Steve Georges, Deerfield-Bill Westover, Edinburg-Charlene Badger and Linda Dillon, Franklin-Marilyn Sessions, Freedom–Sallie Hubeny, Hiram-Richard Masters and Judy Wilson, Mantua-Mark Hall, Palmyra-Sam Vechter, Randolph-Becky Carter, Rootstown–Paul Galido and Shirley Riemenschneider; Shalersville-Deb Mazanec, Suffield-Ginger Sayre and Windham-Brian Miller and Gayle Poots; **Villages** of: Mantua-Mayor Hopkins and Mogadore-June Long; **Guests:** Judi Allen (Kelso House), Ramona Stamm (Kent State University), Virginia Hamilton and Christy Esler (Randolph Fair), Brad Turner (Communications Factory) and Mike Sever (Record Courier)

Excused Absence: Mark Cheplowitz, Chair; Cities of Kent and Ravenna; Townships of Charlestown and Ravenna; Villages of Garrettsville, Hiram and Sugar Bush Knolls

Unrepresented: Cities of Aurora and Streetsboro; Townships of Nelson and Paris; Villages of Brady Lake and Windham

Welcome and Roll Call

Ms. Macomber welcomed the group and explained that due to an emergency meeting in New York, Mr. Cheplowitz would not be in attendance. She asked that everyone introduce themselves and noted that Mike Sever, Record Courier, was in attendance to talk with the Committee members about the Road Show and to take pictures of the community posters.

Committee Reports

Road Show: Brad Turner, Communications Factory, presented his idea for the front and rear Road Show banner, which features the Bicentennial Logo and the logos of the companies that have donated goods and services. Mr. Westover reported on the status of the community posters and the road show exhibit. Ms. Macomber reported that three companies responded to the Request for Quotes: Advance Displays, Display Sales and Rhys Sampson. There was discussion about pricing, location of companies, and clarification



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that this project is only the reproduction of the community artwork onto vinyl not creative design work. In contrast, Communications Factory, quoted for creative design and falls within the previously approved contract for work towards the promotion of the Portage County Bicentennial. Also, there is available funding in the contract for the Communications Factory quote.

Ms. Carter moved that Rhys Sampson produce the community posters for the Road Show as quoted (approximately \$1200.00); Ms. Alexander seconded. Upon verbal vote, motion passed unanimously.

Mr. Georges moved that the Communications Factory quote for the design of the front and rear Road Show banner be approved (\$673.30), Ms. Sessions seconded. Upon verbal vote, motion passed unanimously.

Finance: Ms. Carter reported available funds are \$10,560.00, which includes recent donations from Wayne Enders, the Township Trustee Association and Ravenna United Fund and the invoice in the amount of \$2,765.00 from Wizard of Ah's (20% of sponsorship revenue per the agreement between Mr. Cheplowitz and Family & Community Services, Inc.). The Bicentennial Committee has all the insurance coverage currently provided to Portage County employees, Boards and Commissions through the County Risk Sharing Authority (CORSA). The draft contract for the use of the Portage County Bicentennial logo was reviewed and suggested changes will be forwarded to Roger Cram. Ms. Carter requested all committee chairs forward the most recent update of budgets and financial needs ASAP.

Preview (Cookbook): Mr. Vechter noted that due to health concerns, he is not able to continue as Chair but will continue to help. Mrs. Riemenschneider also agreed to assist. Ms. Macomber noted that approximately 130 recipes have been received with several more tonight and suggested June 30, 2007 as the final collection date. Ms. Macomber reported on quotes from three cookbook publishing companies (Morris Press, G&R Publishing Co, and the Cookbook Pub). There was discussion as to the number of books for the initial run, the quantity cost break and time for reordering.

Ms. Riemenschneider moved to order the minimum of 200 books from Morris Press Cookbooks, Mr. Westover seconded. Upon verbal vote; motion passed. Majority vote aye; two nays; no abstentions.

Events/Activities:

Legacy Project: Ms. Alexander invited all to attend the next training session, which will be held on Wednesday, June 20, 2007 at 5:00 p.m. at the OSU Extension Office. Ms. Macomber reported that Ms. Swanson, Executive Director



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of the Portage County District Library, relayed that the library is committed to preserving the history of Portage County and will display the questionnaire as well as provide a link to the Portage County Web Site's Bicentennial Page, where the questionnaire will be posted. However, library staff will not assist in the distribution, interpretation or completion of the questionnaire. An instruction sheet for completing and returning the questionnaire is to be provided. The Moore Education Center is considering sponsorship of this project and OSU Extension has donated two reams of paper to be used on this project. Even Start Program has agreed to use the questionnaire as a Summer Writing Project. Ms. Macomber will e-mail the final version of the questionnaire to committee members.

Opening Gala: Ideas on the Opening Gala invitations and tickets were presented by Brad Turner earlier this evening. Ms. Mazanec reported that acquiring three quotes on the entertainment portion of the event may not be realistic because of variation in performances. Ms. Mazanec will continue to research entertainment options. Ms. Sayer requested Committee member's assistance in finding items for the silent auction. Also, she would like a vacation package for the live auction. Mr. Westover agreed to provide information. The gala ticket price has not yet been determined, but \$100 is likely. Committee members were reminded they are responsible for selling one table at the gala and several indicated they have already done so.

Parade: Ms. Wilson indicated that the Parade Committee has been actively recruiting participants and there is now a covered wagon and a horse-drawn carriage. She will be contacting the historical societies again.

Religious Event: Mr. Miller reported that the facility at Hiram College can hold approximately 2,300 and there would be no cost associated. However, if we were to offer refreshments, Hiram Catering would be used and there would be a cost. Mr. Westover offered to direct the religious event and the Committee enthusiastically accepted his generous offer!

Sponsorship: Mark Cheplowitz and Ms. Macomber have been actively pursuing and meeting with potential sponsors. Hiram College has pledged \$10,000 and PARTA has pledged \$1,000.

Miscellaneous

Mr. Westover invites all to the 17th Annual Concert of the Deerfield Community Chorus on Sunday, July 8, 2007 at 2:00 p.m. at Deerfield Town Hall; 1450 St Rt 14, Deerfield, OH.



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Next Meeting

The next meeting will be Wednesday, July 11, 2007 at 6:00 p.m. at the Coleman Professional Services Sue Hetrick Building, 3922 Lovers Lane (aka Loomis Pkwy), Ravenna OH 44266.

Adjournment

Meeting adjourned at 7:20 p.m.

Respectfully submitted,
Kerry Macomber