

Pursuant to a notice duly filed with the Town Clerk of Concord, a meeting of the Concord 2025 Executive Committee was held in the Trustees Room of the Concord Free Public Library, 129 Main Street, on June 2, 2022.

Members Present: John Arena III, Gary Clayton, Di Clymer, Henry Dane, Richard Loughlin, Diane Proctor, David Wood
Guests Present: Simone Monteleone (Superintendent of Minute Man National Historical Park)

Call to Order: The meeting was called to order at 7:00 PM. – A quorum being present.

1. Administrative
 - a) Minutes from the May 26, 2022 meeting were reviewed and approved by unanimous vote
 - b) Henry will confirm with the Town Clerk on the sign-up procedure for subcommittee members. Committee acknowledged that subcommittee meetings must fully adhere to open meeting law.
 - c) Henry will circulate the Committee contact list to all members.
- 2) Membership
 - a) Rick will follow up with Fred Ryan. If he is unable to serve, Paul Macone would be an ideal candidate to fill the Public Safety slot.
 - b) Committee members provided updates on subcommittee recruitment progress
 - i) Arts, Literature & Music – Di has engaged Kate James, Jerry Wedge, Margot Kimball, Sherry Litwack, Anke Voss, Carol Wayland and Kate Yoder.
 - ii) Communications & Publicity – Diane presented a draft plan, articulating possible luminaries to involve, a timeline on publicity and outreach, along with several local organizations to coordinate with for purposes of effective communications and social media outreach.
 - iii) Event Planning – John has recruited Meg Gaudet, Cato Anderson, and Michael Benn. Rick offered his assistance as an events member. John will connect with Abby Myette, Maynard Forbes and Joel Bohy to confirm their participation.
 - iv) Finance – Rick has recruited Carol Wilson, and will follow up with John Fossett, Bob Carr and Ken Anderson.
 - v) History & Education – David recruited Susan Foster, Joel Bohy and Beth van Duzer. Curriculum Coordinator name to be confirmed.
 - vi) Hospitality & Invitations – Tish communicated her selections thus far: Molly Bergin, Michael Goodwin and KC Winslow.
 - c) Committee agreed there is to be no fixed number for subcommittee membership
 - d) Rick proposed Herb Wilkins as a potential honorary member, given his service to the Massachusetts judiciary, the Town and his participation on the 1975 committee. Pete Funkhouser was also mentioned as a possible subcommittee member, in particular because of his successful leadership of the Beede Center project.
- 3) Looking Ahead
 - a. Henry compiled a draft timeline listing the approximate order of goals to accomplish with proposed deadlines. Other committee members should further review and assist in developing this list.
 - b. A key decision is needed on the date of the parade, recognizing that April 19 falls between Good Friday and Easter in 2025. While there seemed to be no perfect choices, there was strong support for holding the parade on the actual anniversary date instead of the Monday state holiday or any other date. The committee agreed that the historical significance of the April 19th date was an important factor.
 - c. John pointed out that Concord's parade is held in the mornings, so as not to compete with Lexington's afternoon celebrations. This will have to be addressed and confirmed with the Lexington committee to avoid timing issues and overlap.
- 4) Simone Monteleone anticipates a National Park Service meeting as soon as next week to better determine if Saturday the 19th is a feasible date for the parade, noting that another NPS event is often held on that date.
- 5) Next Meeting is scheduled for Thursday, June 9, 2022 at 7 pm in the Trustees Room of the Library
- 6) Meeting adjourned at 8:08 pm

Minutes respectfully submitted,

John Arena III