



*Pursuant to a notice duly filed with the Town Clerk of Concord, a meeting of the Permanent Memorial Subcommittee of the Concord250 Executive Committee was held in the Trustees Room in the Concord Free Public Library on June 28, 2023.*

**Members Present:** Gary Clayton, Christa Collins, Joe Palumbo, Polly Reeve, Tooley Rogers, and guests Nancy Fresella-Lee, historian and documenter

Call to Order: The meeting was called to order at 9:28 AM; a quorum being present.

Minutes of the June 14, 2023 meeting were reviewed and adopted

1) **Sasaki Associates proposal** - meetings and timing were discussed, and members marked their schedules on a calendar. Polly recommended that we do some of the meetings on Zoom. Gary stated that we will want to determine specific dates for our meetings with Sasaki and be mindful of which Concord stakeholders we invite to those meetings.

2) **Communications Planning** - Members discussed how to create a compelling statement of purpose that describes very clearly what the Subcommittee is proposing for a permanent memorial. Joe stated it must be consistent, simple and understandable to all, and also involve the past, present and future. We need a name that resonates for currently named “Parcel 1693” - “Public Space”, “Green Space”, “A Place for Honoring and Remembering Concordians Past, Present and Future”, “Honor Green”, “Remembrance Green”, etc. This is a work in progress. We brainstormed the potential audiences that we want to engage with. Joe said he would come up with some ideas for our next meeting - and that Subcommittee members should brainstorm at home before the next meeting. Here is the audience or constituent groups we came up with: Seniors, faith groups, Churches, families, teachers, administrators, municipal leaders, voters, state officials (Simon Cataldo), visitors to Concord, National Parks, business community, cultural groups, veterans, artists, ESL people, all citizens young and old, indigenous peoples/BIPOC, Metco students and families, Freedoms Way, and private schools.

2) **Plant 250 Trees** - Christa will continue to refine the proposal, tree site identification and Working Group role and composition. But focus now needs to be on the CPC grant. She and Tooley will coordinate a CPC funding request, which has a September 8 application deadline and should be completed by mid-August. Tooley to help Christa generally, and by researching other towns which have used CPC funding for tree planting, and help Christa develop application guidelines, and identify who will write letters of support. Christa added Eric Simms, Concord’s Sustainability Coordinator to our list.

3) **Honoring/recognizing Concord Veterans** - Gary will continue to work with the Library on getting historical records processed. We also discussed how to create a good message to describe this leg of our Permanent Memorial vision - one that would still resonate in 50 years as people look back on this.

The Permanent Memorial Subcommittee future meetings:

July 18, 2023 - 2:00 - 4:30 PM Trustees Room Concord Free Public Library

Meeting adjourned at 10:58 AM

Minutes respectfully submitted, Tooley Rogers