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CONCORD, MASSACHUSETTS

2025 Executive Committee

Hospitality and Invitations Subcommittee

August 30, 2022

Conference Room- 135 Keyes Road Concord, MA

MINUTES

Meeting of the Hospitality & Invitations Subcommittee of the Concord Executive Committee was held in person on Tuesday August 30 ,2022 6:00pm in the conference room located at 135 Keyes Road Concord, MA at which time the following were present being a quorum:

Tish Hopkins (Chair)

Molly Bergin (Vice Chair)

Laura Mullins (Clerk)

Michael Goodwin

K.C. Winslow

The subcommittee voted Molly Bergin Vice Chair; Laura Mullins Clerk. Subcommittee contact information was distributed. The Chair reviewed the purpose and duties of the 20205 Executive Committee and the Hospitality and Invitation Subcommittee. Discussed the kickoff event happening October 16, 2022 at The Concord Museum. Determined our role as a committee for the event. Discussed invitations for 70 people at $10-$12 cost per person.

The following tasks were assigned: Michael Goodwin- Beer and Wine; Molly Bergin- Food/Caterer; Tish- follow up on tables/chairs/paper supplies; KC- Invitations; Laura- Name tags

Michael Goodwin will review in the library archives to see what that committee did for the 1975 celebration.

Discussed adding other members to our subcommittee.

Next Meeting is Tuesday 9/13/2022 6:15pm in the conference room at 135 Keyes Rd Concord, MA 01742

Respectfully Submitted,

Laura Mullins

Laura Mullins-Clerk

Cc: meetings@concordma.gov