

The 2010 Old Home Week committee & others gathered at the Barber House on August 23, 2018 .

The meeting was called to order @7:04 p.m. by Chairman, Steven Adams.

In attendance: Steven Adams, Nicki Steel, Meg Streeter, Janet Boyd, DJ Boyd, Claudia Hollenbeck, Heather Maynard, Sally Gore, Deb Boyd, Mary Towne, Carol Bogard, Julie Moore, Harriet Maynard & Sharon Adams.

Secretary Diane Chapman was out of town, minutes were taken by Sharon Adams.

Minutes of the last meeting were read by Nicki. Meg made a motion to accept the minutes as read seconded by Nicki.

Steve mentioned a Robert Green spoke to him at the Fair stating he had taken many pictures of Old Home Week 2010 and would like to show them to people who might be interested in seeing them.

Steven Adams, Nicki Steel, Matthew Cole & Diane Chapman were appointed by the Select Board for the last Old Home Week Committee & they were allowed to appoint other members to the various positions.

People showing an interest for various positions or just to help out were: Deb Boyd, Jim Dassatti, Carl Swanson, Carol Bogard, Mary Towne, Nicki Steel, Heidi Taylor, Julie Moore, DJ Boyd, Heather Maynard. Meg Streeter said she would be happy to do the House Tour.

Many ideas were presented for fund raising.

Setting a date in 2020 was discussed [REDACTED] Steven stated the Fair would probably be on August 6-9. Janet said the Blueberry Festival would probably be July 31 – August 9. It was stated by many that combining the two events would benefit both.

Steve read the itinerary for 2010.

Nicki will check @Town Office to store files for safe keeping so that if anybody would like to copy files they would be able to do so without removing them.

Nicki will check with the Select Board to get a date for them to appoint a chairman, co-chairs & secretary.

The next meeting for the committee will be September 6 @7:00 p.m. @the Barber House to re-organize.

Harriet made a motion to adjourn seconded by Julie. Meeting adjourned @8:22 p.m.

*Respectfully submitted,
Sharon Adams, Secretary Pro-Tem*

1. The first part of the document discusses the importance of maintaining accurate records of all transactions.

2. It is essential to ensure that all entries are supported by appropriate documentation and receipts.

3. Regular audits should be conducted to verify the accuracy of the records and to identify any discrepancies.

4. The second part of the document outlines the procedures for handling cash and other assets.

5. All cash transactions should be recorded immediately and in full, including the date, amount, and purpose.

6. It is important to maintain a clear and organized system for tracking all assets and liabilities.

7. The third part of the document provides guidelines for the management of personnel and resources.

8. Personnel should be hired and trained based on the specific needs of the organization.

9. Resources should be allocated efficiently to ensure the most effective use of funds.

10. The fourth part of the document discusses the importance of maintaining accurate financial statements.

11. These statements should be prepared regularly and should provide a clear picture of the organization's financial health.

12. It is crucial to ensure that all financial data is accurate and up-to-date.

13. The fifth part of the document outlines the procedures for handling disputes and legal matters.

14. All disputes should be resolved through a fair and equitable process, taking into account the interests of all parties.

15. Legal matters should be handled by qualified legal counsel to ensure compliance with applicable laws and regulations.

16. The sixth part of the document discusses the importance of maintaining accurate records of all communications.

17. These records should be maintained for a period of time that is sufficient to allow for the resolution of any disputes.

18. It is important to ensure that all communications are clear, concise, and free of ambiguity.