

PENFIELD REEF LIGHTHOUSE PRESERVATION COMMITTEE

Thursday, August 18, 2011

4:00 pm

First Floor Conference Room

Independence Hall

725 Old Post Road,

Fairfield, CT 06824 USA

FINAL MINUTES

Members Present: Sandye Mann, Sherri Steeneck* Pat Conley, Paige Herman, Mary Jo Cornell, Deanna Hoffman, Dr. Evan Tilley, Linda Cote Crowley

Members Absent: Jennifer Carpenter, David Agonis, Steve Elworthy, Mike Jehle, Dave Peck, Bill Sapone

Others Present: Craig Smith, Bruce Williams

I. Call to Order

Chair S. Mann called the meeting to order at 4:11 PM, followed by The Pledge of Allegiance.

II. Approval of Minutes

P. Herman made the Motion to Approve the Minutes of August 11, 2011. D. Hoffman Seconded the Motion. E. Tilley Abstained. Motion Passed.

III. Correspondence and/or Communications

S. Mann read the resignation letter from W. Sapone as Co-Chair, who will remain as an PRLPC Board Member. D. Hoffman and E. Tilley recommended guidance by Robert's Rules of Order in order to dismiss the co-chairs positions.

P. Herman made the Motion to appoint S. Mann as Chair. L. Crowley Seconded. All in Favor.

P. Herman made the Motion for D. Peck to serve as Vice-Chair. P. Conley Seconded.

Unanimous.

IV. Old Business

a. Discussion and Review of Fundraising Status and Accounting

The Penfield Reef Lighthouse Preservation Committee will host a Cocktail Party with a Fabulous Silent Auction on Thursday, September 15, 2011 from 5:30 PM to 9:00 PM at the Penfield Pavilion, 323 Fairfield Beach Road to benefit the Penfield Reef Lighthouse Preservation. Invitations will be sent, as well as placing it in the media for everyone in the community to have the opportunity to attend on a first come-first served basis.

P. Conley received a donation from E. Tilley with a total of twenty-five (25) Donors.

b. Review and Status of Web Site and Other Promotional Materials

S. Steeneck requested that B. Miller be contacted in order to illustrate the Penfield Reef Lighthouse in its raggedy unkempt condition so people can understand the need for maintenance and preservation. In addition, the website operable linking to making a donation and to the party needs attention.

V. New Business

S. Mann prepared signage for lighthouse donation containers to be placed in local businesses in Fairfield and Southport.

Artist and Craftsman C. Smith will proceed with a free lighthouse coloring contest for school-aged children in order to raise interest and awareness of the lighthouse.

B. Williams offered to schedule boat rides around the Penfield Reef Lighthouse, and suggested that we contact The Boat House for a restaurant gift certificate for the Cocktail Party's Fabulous Silent Auction.

VI. Public Comment

The PRLPG Board is in appreciation of the time and efforts made by B. Williams and G. Smith, as well as recommending the coloring contest, and the party's guest speakers and Silent Auction adventure boat trips....

Adjournment. S.; Steeneck made a Motion to Adjourn.- P. Herman. Seconded. All in Favor. The meeting adjourned at 5:30 PM. The next meeting will be held in the First Floor Conference Room^Sullivan Independence Hall^on Thursday, August 23, 2011 from 4:00-5:30 PM. •

•Respectfully submitted,;

Linda Cote Crowley,
Recording Secretary

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