

**PENFIELD REEF LIGHTHOUSE PRESERVATION COMMITTEE**

**Thursday, August 23, 2011**

**4:00 pm**

**First Floor Conference Room**

**Independence Hall**

**725 Old Post Road**

**Fairfield, CT 06824**

FINAL MINUTES

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

Members Absent: David Agonis, Pat Conley, Steve Elworthy, Mike Jehle, Sherri Steeneck, Dave Peck

Others Present: Bruce Williams, Craig Smith

I. Call to Order

Chair Sandye Mann called the Meeting to Order at 4:10 PM. followed by The Pledge of Allegiance.

II. Approval of Minutes

P. Smith made the Motion to Approve the Minutes of August 18, 2011.

P. Conley Seconded the Motion. E. Tilley Abstained. Motion Passed.

III. Correspondence and/or Communications

J. Carpenter reported that General Services Administrator Kevin LaGare is deferring the Penfield Reef Lighthouse Auction until October 2, 2011 pending the correct language of the auction.

After discussion of preparation for the Penfield Reef Lighthouse Preservation Committee Cocktail Party at the Penfield Pavilion, 323 Fairfield Beach Road on Thursday, September 15, 2011 from 5:30 PM to 9:00 PM, Paige Herman made a Motion to for expense receipts to be reimbursed. Mary Jo Cornell Seconded the Motion.

IV. Old Business

a. Discussion and Review of Fundraising Status and Accounting

Treasurer P. Conley reported that funds have been received from a total of 26 Donors.

Chair S. Mann reviewed a list of sundry items focusing on the Penfield Reef Lighthouse Preservation Cocktail Party. The Board agreed that there will be an open bar at no charge. Items for the Fabulous Silent Auction are not for sale – rather- the highest bid is a donation. P. Conley volunteered as Guest List Hostess. Linda Crowley and Mary Jo Cornell will arrive early to set-up the Penfield Pavilion Room with a nautical Red, White, and Blue theme.

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

L. Crowley reported that she and Parks and Recreation Department Director Sue Kiraly will team up to place the Penfield Reef Lighthouse on the P&R Website. P. Herman made the Motion to include the lighthouse and accompanying wording on the present blue and white 5x7 postcard on the Town's P&R Website. P. Conley Seconded. Unanimous.

J. Carpenter made a Motion for Brian Miller to include the Penfield Reef Lighthouse Preservation Party on September 15<sup>th</sup>, as well as making a donation to attend this event on the Town's live lighthouse website. Mary Jo Cornell Seconded. Unanimous.

V. New Business

None

VI. Public Comment

Artist and Craftsman Craig Smith will hold off on the coloring contest designed for school-aged children in order to raise interest and awareness of the lighthouse, at this time.

Bruce Williams is researching a boat excursion as a donation for the Silent Auction.

VII. Adjournment

J. Carpenter made a Motion to Adjourn. MJ Cornell Seconded. All in Favor.

The meeting adjourned at 5:29 PM. The next meeting will be held in the First Floor Conference Room, Sullivan Independence Hall, on Thursday, September 1, 2011 at 4:00 PM.

Respectfully submitted,

Linda Cote Crowley  
Recording Secretary