

100-Year Centennial Committee Meeting - March 30, 2023

#100YearCommittee
#Minutes

Date/Time of Meeting: March 30, 2023, 1 pm

Member Attendees: Elizabeth Lewis, Rick DeGolia

Volunteer Attendees: Patty Polito, Judy Massey, John Maulbetsch, Joan Sanders

Staff Attendees: George Rodericks, City Manager

Public Comment: None

Regular Agenda Items:

- Approval of March 1 Minutes
- Approval of March 15 Minutes

Minutes approved by acclamation.

- **Discussion of 100-Year Celebration Event**

The following information was presented/discussed.

Staff Led Items:

- Music
 - 2 Musical Groups
 - ◆ 1 - MAHS Jazz Band
 - ◆ 1 - Menlo School - **Staff to reach out to Than Healy and Edward Sweeney**
 - ◆ 1 - Sacred Heart (possible)
- Catered Food (TBD)
 - Catered Too
 - William Jay Catering
- Purchase/Delivery of Oak Trees
 - Public Works to order 100 15-Gallon Trees and arrange for delivery to City Hall Corporation Yard

◆ **Staff to work out a system for distribution**

- Advertising/Social Media
 - Instagram, Twitter, Atherton Online, Athertonian, NextDoor, EventBrite,
 - Photographer
- Park Shuttle
- Big Birthday Cake (+utensils, plates, forks) - Will Reach Out to Mademoiselle Colette
- Balloon Vendor - TBD
- Face Painting Vendor - TBD

Staff Assisted Items

- Tables, Chairs, Canopies, Trash Cans, Podium/Microphone
- Parking,
- Invoicing/Payments

Committee Member Led Items

- All History Stations
 - Identification of community leads for history station (7)
- Library Kid Events (Friends of the Library)
- SWAG and/or Commemorative Item Selection (Town / Library to Order/Purchase)
 - **Staff to look into cost to create 3, full sized Centennial Flags**
 - **Staff to look into cost to create 500, hand-wave centennial flags**

Discussion of Oaks

The Committee discussed distributing something other than oaks, but settled on maintaining oak theme.

The Committee discussed various solutions to distribution of the oaks. Perhaps engaging the Tree Committee or a local scout troop.

It was suggested that perhaps the following would work:

- *Staff arranges for the 100, 15-gallon oaks to be delivered in/around the Town Center Corporation Yard.*
- *Attendees arrive and visit either a check in table and/or a history table. At the tables, attendees can collect a blank, card-stock History Passport with open spaces for stamps from each history table. On the Card would be an advisor stating something like "The*

first 100 Atherton residents that obtain a stamp from all seven (7) history tables and present their card to the "Table Under the Oaks" will receive a Tree Tag for a free 15-gallon Oak Tree (18 or older)."

- *Attendees take their History Passport to each History Table wherein they learn a bit of Atherton History and get their Passport Stamped.*
- *Once attendees get all seven (7) stamps, they can head to the "Table Under the Oaks" to get a Tree Tag. Table Under the Oaks is managed by the Tree Committee. If there are kids turning in the history card (without parents), they will get a kid prize bag.*
- *Attendees take their Tree Tag to the Tree Farm (Corporation Yard) and check in with the Scouts (possible Troop 206) to select a tree, affix their tree tag (filled out) and arrange for its disposition (delivery, later pick-up or take home today).*
 - *Scouts will record the name, address, and contact information for each tree tag*
 - *Scouts will ensure that each tree is properly tagged and its disposition recorded*
 - *Scouts or Town will arrange for any deliveries (Atherton Only)*

Passport needs to be designed to accommodate seven (7) stamps for History Station, disclaimer regarding Oak Tree, and a section to complete/tear off for Name, Address, Contact for Scouts to retain.

Neighborhoods - John M. Provided the Committee with information regarding his work on the Lloyd Park history that could be used as a model/starting point for other neighborhoods.

Videos - the Committee briefly discussed the content and process for the Town and Train Station History Videos. A Subcommittee - Rick/John was formed to follow-up.

Lead Up Event - Joan S. agreed to reach out to Michael S. To create a lead up event to the 100-Year event. The "Tales of Atherton" event would be sponsored by the Library and would be an evening or afternoon wine/cheese event with a presentation by Michael S.

The Committee agreed to meet on April 12 at 3 pm for the next meeting.

Adjourn - 2:37 pm