

Pursuant to a notice duly filed with the Town Clerk of Concord, a meeting of the Concord 2025 Executive Committee was held in the Trustees Room of the Concord Free Public Library, 129 Main Street, on May 19, 2022.

Members Present: John Arena III, Gary Clayton, Di Clymer, Henry Dane, Richard Loughlin, David Wood  
Guests Present: Diane Proctor and Simone Monteleone (Superintendent of Minute Man National Historical Park)

Call to Order: The meeting was called to order at 7:03 PM. – A quorum being present.

1. Administrative
  - a) Minutes from May 12, 2022 meeting were reviewed and approved by unanimous vote
  - b) A committee e-mail has been established: 250celebration@concordma.gov
- 2) Membership
  - a) Diane Proctor was welcomed with unanimous support to join the Executive Committee. Henry will organize her nomination with the Select Board.
  - b) Henry presented a chart of current members who fill pre-determined allocations according to the Select Board charge. The need for filling Education, History, Arts and a Town employee is essential to complete the charge. Once Diane is sworn in, there would be seven active members out of a possible twelve.
    - i) David will speak with Susan Foster & Kim Frederick regarding an education candidate.
    - ii) Arts/History – Holly Cratsley will be invited to the next committee meeting
    - iii) Town Employee - Henry will reach out to Tish Hopkins after consulting with Kerry Lafleur
    - iv) Gary will follow up with Polly Reeve and John will touch base with Fred Ryan
  - c) Rick encouraged another active member of the business community to be involved (Cato Anderson/Bob Carr). Both have volunteered to be involved on any basis as executive committee sees fit moving forward.
- 3) Looking Ahead
  - a) Committee discussed the need for further review and consideration for the 2025 holiday weekend surrounding town events (Good Friday, Easter Sunday, Passover).
  - b) Individual members of the executive committee should anticipate being assigned to certain sub-committees to serve as a liaison/chair.
  - c) Coordinating with Lexington and other communities is paramount to encourage cooperation and not competition, particularly surrounding scheduling of events.
  - d) Simone commented that National Park Service is anticipating a “lead up event” to precede a series of events. The NPS framework thus far is providing the park with leeway in planning.
  - e) Henry distributed an organizational chart which committee members should review in anticipation of further discussion at the next meeting.
  - f) Henry invited the committee to independently compile a priority list of tasks including proposed deadlines, along with general ideas and thoughts for the celebrations. Committee members are encouraged to send their respective lists to Henry in advance of the next meeting, in an effort to have all lists better organized for an effective discussion.
- 4) Next Meeting is scheduled for Thursday, May 26, 2022 at 7 pm in the Trustees Room of the Library
- 5) Meeting adjourned at 8:02 pm

Minutes respectfully submitted,  
John Arena III

