Skatepark Committee Meeting Minutes
Thursday, October 14, 2021
6:00—7:00 pm
South Portland Community Center
21 Nelson Road, South Portland, ME 04106

IN ATTENDANCE:

Anthony Johnson
Cybil Kipp
Kirsten McWilliams
Jeff Woodbury
Lucas Brown(remote)
Tom Long

AGENDA:

1. Approve previous meeting’s minutes
2. Construction RFP update
3. Fundraising goal update
4. Review community fundraising event list
   A. decide on most viable
   B. assign committee leads
   C. plan next steps

Link(s) to Supporting Material:

Harold Alfond Foundation:
https://www.haroldalfondfoundation.org/about-the-foundation/harold-alfond/

Turkey Trot
https://runsignup.com/Race/ME/SouthPortland/TheSavageFamilyTurkeyTrot5kRunWalk

Knightville Millcreek Neighborhood Association
http://kmcna.blogspot.com/

NOTES:

• Committee approved last meeting’s minutes with a quorum.
• Construction RFP update - Will get the project out to bid by end of the year. Working with Sebago Technics on a bid package. Hoping to get out to bid with three chosen firms by the end of this calendar year while continuing to fundraise. Anthony will ask Brad Weeks about the site manager requirement. If we hire Brad to come up three times instead. What did other municipalities do with regards to a site manager?
• We are at $436,233.00 out of $500,000.00
• Cybil reported out that she has been in contact with Ryan Fitzsimmons from the Alfond Foundation. We need to prove that the park is educational, health related, and contributes something to the community. We could aim to tie into all three criteria. Grant
would need to be written by February 01, 2021. They will meet in the spring to review applications. They give an answer within three months.

- We will continue to fundraise meanwhile. If we end up with more funds than our goal, we can establish a maintenance fund, educational fund.
- Our city manager would apply. The city has a non-profit number instead of a 5013c number.
- We should read their annual report to get a sense of what they are doing.

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<th>LEAD(s)</th>
<th>Support</th>
<th>Notes</th>
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<td>Turkey Trot</td>
<td>Anthony</td>
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<td>Fundraiser Nights</td>
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<td>At local businesses</td>
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<td>Rounding Up with Digital</td>
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<td>Rounding up with Real Change</td>
<td>Michelle??</td>
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<td>Teen Skate Nights</td>
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<td>Brother's Movie</td>
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<td>Willow's night</td>
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<td>Fundraising Appeal Letter with giving form</td>
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<td>Flyer promoting community giving</td>
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<td>Vans Shoes</td>
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<td>Elsmere Night</td>
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<td>Terra Cotta Night</td>
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<td>Bissell Movie Night</td>
<td>Tom/Anthony</td>
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Turkey Trot Push:

- Share on FB
- Share on Instagram
- Share on So Po Rec Page
- Everyone push on their own social media
- Kirsten will compose email about turkey trot for everyone to share