

Portage County Bicentennial Committee
August 9, 2006
Minutes

Attendance

Meeting was called to order at 6:03 p.m.

Present: Mark Cheplowitz, Chair; Portage County-Kerry Macomber; **Cities** of Aurora-George Horvat, Ravenna-Mayor Poland and Tallmadge-Sharon Alexander **Townships** of Brimfield-Sue Fields; Deerfield-Bill Westover, Franklin-Delores Durbin, Hiram-Judy Wilson and Richard Masters, Mantua-Mark Hall, Rootstown-Shirley Riemenschneider, Shalersville- Don MacLearie, Windham-Brian Miller; **Villages** of Garrettsville-Teri Eiermann; Hiram-Roger Cram and Gery Henkels; Sugar Bush Knolls-James Beal

Excused Absence: City of Kent, Townships of Freedom, Nelson, Palmyra, Ravenna

Unrepresented: City of Streetsboro; Townships of Charlestown, Edinburg, Paris and Suffield; Villages of Brady Lake, Mantua, Mogadore and Windham

Approval of Minutes

Approval of the July 12, 2006, minutes was moved by Ms. Wilson; seconded by Mr. Cram. Ms. Eiermann noted that the information on page 2 under Entertainment Paragraph is incorrect and indicated that it is her preference to continue Chairing the Events Committee unless another committee member wishes to assume that responsibility. Upon verbal vote, minutes were approved with Ms. Eiermann's clarification and with the following abstentions: Ms. Eiermann and Mr. Horvat.

Chair Update

Mr. Cheplowitz reminded the committee that the agendas now consist of Committee Updates and each Chair should come be prepared to share all updates within their committee plans, activities and budgets. He also remarked that tonight the updates would be given in reverse order so as not to give those listed last a disadvantage of running out of time.

Committee Reports

Volunteer: United Way 211 "Volunteer Opportunities or Donations Needed" form was included in the agenda packet, which will be used to recruit volunteers through a weekly column in the Record Courier. Ms. Macomber reported that she will meet with the Deerfield Civic Club on August 22, 2006, and disseminate information regarding Portage County events, including the Bicentennial and to solicit volunteers. A sign up sheet for members to volunteer at the Board of Commissioners' booth at the Portage County Randolph Fair was circulated. Fair passes will be sent to all that volunteer. Mr. Cheplowitz requested a "fact sheet"

on the Bicentennial be provided and available at the Fair. Mr. Cheplowitz also requested a budget for the volunteer activities.

Sports: Mr. Horvat reported that he observed the recent Aurora 5K event and would like to explore the idea of a Bicentennial 5K in addition to the Golf Outing. Mr. Cheplowitz requested a budget for each event.

Sponsorship: Mr. Cheplowitz summarized the RFP process which resulted in two proposals received for Graphic Artist services. Copies of the proposals were distributed for review. There was discussion regarding pictorial expression and historical representation in the development of the logo. Mr. Westover shared a historical map of the area depicting the inhabitants of Northeastern Ohio. Mrs. Riemenschneider shared a logo that she crafted using a design similar to the Portage County flag superimposed on an 1808/2008 banner. Ms. Macomber distributed a copy of the formerly used Portage County letterhead that featured an Indian canoeing, which has been referenced in previous discussions. Mr. Cheplowitz shared that Summa recently used a simple line drawing graphic in promoting a healthcare event. He suggested Portage County could use this idea with three simple icons representing the past, present and future; for example, an Indian portaging, farming and industry. The committee voted on the proposals as RFP A: Communications Factory, Inc. and RFP B: Kaplan Graphics, Inc. The Committee voted unanimously to recommend RFP A: Communications Factory, Inc. to the Board of Commissioners as the Graphic Artist for the Portage County Bicentennial.

Road Show: Mr. Westover's draft letter for a poster depicting each community's history and culture was included in the agenda packet. He has conferred with Advance Displays in Kent for proper verbiage regarding the medium requirements. Ms. Macomber will assist with sending the letters.

Public Outreach: Mr. Miller expressed concern over the responsibilities of public outreach coordinator and requested that the committee be renamed to Religious Event allowing him to focus on the production of a non-denominational Religious celebration. Mr. Cheplowitz agreed to rename the committee and asked for information and budget for the event including venue, content, attendance predictions, sound system requirements, etc. Mayor Poland offered that there was to be a Gospel Festival in Ravenna and Frank Hairston, PARTA, may be a good contact. Ms. Fields offered that there was going to be a Gospel Sing and Bluegrass concert at the Brimfield Gazebo as well.

Preview: Calendar – Ms. Eiermann's "Call for Artists" was included in the agenda packet and is planned to be advertised in the Record Courier in September. Mr. Masters suggested contacting funeral homes, which produce calendars with excellent artwork. Recruitment for artwork from local schools, art schools and universities was also discussed. Mr. Cheplowitz requested that Ms. Eiermann contact potential calendar vendors to determine the vendor's timeline of

events needed for producing and selling a calendar by October 1, 2007. Mr. Cheplowitz also requested that Ms. Macomber ensure that “call for entries” for preview materials, such as the calendar and the cookbook are posted on the Portage County website.

Operations: Ms. Wilson’s report was inadvertently omitted from the agenda packet and has been included with these minutes.

Parade: Ms. Wilson’s report was included in the agenda packet. She noted that the committee and ideas are forming. It was suggested that car dealerships may be interested in sponsoring this event and to include the Order of the Free and Accepted Masons in the parade. Ms. Wilson will be submitting a budget shortly.

Merchandising: Ms. Eiermann reported that she and Ms. Macomber met with the Board of Commissioners regarding applying for the issuance of a Portage County Bicentennial License Plate. The Board has authorized the Committee to proceed and has asked that Ms. Macomber prepare a letter asking our State Legislators, Kathleen Chandler, Mary Taylor and Senator Zurz to consider authoring the required bill to the General Assembly. Ms. Riemenschneider noted that she had called the Ohio Bureau of Motor Vehicles and the Petition has been reworded to indicate an “intent” rather than “commitment” to purchase the plate. It was agreed the Committee could make that correction on the petitions already provided them. The petition will be made available at the Randolph Fair, License Bureaus and various Portage County offices.

Marketing: Mr. Cram reported that he has confirmed that the owner of the letter from a Civil War soldier agrees to open that letter at the Opening Gala of the Portage County Bicentennial and that Channel 9 has expressed interest in reporting the story. Mr. Cram also reported that notes written on the envelope of this letter reference the Emancipation Proclamation and slavery states. Mr. Cheplowitz commented that this is the type of story that may garner national attention through news programs such as “Dateline” or “60 Minutes.” It was suggested that the professional services of an archeologist or the Ohio Historical Society may be helpful. Mr. Cram agreed to craft a white paper and photograph the envelope. Mr. Cheplowitz will make the initial inquiries to the national news programs. Mr. Masters suggested conferring with Dr. Anderson, Hiram University, who is an expert of Civil War correspondence. Ms. Alexander also offered assistance through contacts at OSU Extension.

Legacy – Literary Project: Ms. Alexander’s report was included in the agenda packet and outlines the beginning thoughts. The budget will be forthcoming. Mr. Cheplowitz commented that recording the family histories on compact discs or other electronic media is fine, but there also needs to be a quote for printed copies. He expects that each family book would be initially about 20 pages and that each generation will add pages. Mr. Westover suggested contacting Hallmark or American Greetings as potential sponsors.

Legacy – Time Capsule: Mr. MacLearie noted that Shalersville Township had a successful bicentennial celebration and he is now free to focus his attention on the Portage County Bicentennial.

Historical: Ms. Riemenschneider remarked that the activities of the Bicentennial Committee should be documented and that photographs with brief biographies of the members may also be of interest. Mr. Cheplowitz agreed and encouraged Ms. Riemenschneider to coordinate that activity. Timelines were submitted by Deerfield, Rootstown and Shalersville Townships and Ms. Macomber will forward to Mr. Enders.

Food: Mr. Henkels asked each Committee Chair to communicate the food needs of their activities to him. He will begin to investigate possible vendors for a Birthday Party for 10,000 people.

Education: Mr. Cram reported that Mr. Masters has given him two plays written by Hiram College professors. He will be working with Dr. Anderson to develop the plans for producing these plays as well as the lecture series focusing on historical events in Portage County. Mr. Cram submitted a proposed budget for the play and the historical lectures at Hiram College.

New Business/Miscellaneous

The Committee inquired about using the 2003 Ohio Bicentennial Bell trailer and Ms. Macomber agreed to ask the Board of Commissioners.

Next Meeting

The next meeting will be Wednesday, September 13, 2006, at 6:00 p.m. at the Coleman Professional Services Sue Hetrick Building, 3922 Lovers Lane (aka Loomis Pkwy), Ravenna OH 44266.

Adjournment

Meeting adjourned at 7:40 p.m.

Respectfully submitted,
Kerry Macomber