

## Sunset at Sunset Meeting

June 20, 2008

Present: Marci Bery, Karen Joseph, Carol Santavicca, Ann Bokelman, Mayor Ron Klein, Gary Parker

1. This meeting with the mayor and town manager was requested by the committee to clarify questions related to the committee being separate from the town. Concerns were raised regarding liability, the need for non-profit status, and the functions and responsibility of the committee.
2. After discussion, the following points were agreed upon by all:
  - a. The committee will be formally appointed by the town council.
  - b. The committee will thus be a part of the town structure and not a separate organization.
  - c. The town will provide insurance coverage for the event with the committee submitting the required information.
  - d. The committee will be known as Sunset at Sunset.
  - e. The committee will maintain a bank account to receive and disburse funds for the event.
  - f. The committee will provide an accounting of funds and any remaining funds in the account will be carried over for the next year's event.
  - g. At such time as the committee may be dissolved, the funds in the account will revert to the town.
  - h. The committee will keep the mayor and town manager apprised of plans for the event from time to time as appropriate.