

**Ridgefield Commemorates America at 250 (RCA250)**  
**Unapproved Meeting Minutes**  
**May 21, 2025, 8 am – Town Hall Annex**

The meeting was called to order at 8:10 am

In attendance: Co-chair Geoffrey Morris, Co-chair Pamme Jones, Renee Brown-Cheng, James Carone (Treasurer), Sara Champion, Louzette Dovaras, Elizabeth Ellis (Secretary), Dawn Fawcett, Stephanie Heering, Deborah Rundlett

Guest: Hildi Grob

**Approval of Prior Meeting Minutes**

Geoffrey Morris motioned, and Sara Champion seconded, approval of the April 16, 2025 meeting minutes. All Approved.

**Calendar Update**

July 4, 2025 Keeler Tavern Museum & History Center kick-off event is on track, and there is nothing more that our committee is organizing at this time. Liz Ellis is working on a scavenger hunt type Passport for younger kids and a downloadable app for older kids to coincide with the July 4 Year of Commemoration at KTM&HC. All Committee members are asked to be on a sub-committee.

**Website Update**

Logistics work to separate the website to allow for payments and gifts separate from the Town's account continue. The National Historical Society has provided updates to the timeline, and Hildi Grob suggested we add a news tab to the website for press releases.

The site is live: <https://ridgefieldct250.org>

Deborah Rundlett will serve as website admin backup

Geoffrey has submitted an article about the Declaration of Independence for publication in *Ridgefield Lifestyle* magazine, and *068 Magazine* will have an article in its July/August edition.

**Fundraising Update**

Stephanie Heering advised that Chefs' Warehouse will provide chips and ice cream or cookies for this July 4<sup>th</sup>. She also has secured \$2000 from Community Stroll to sponsor this July 4<sup>th</sup> fife and drums, and Palazzo Landscaping will provide trucks and trailers for the July 2026 parade. She has also sold 25 magnets to date.

Marge from Maida Design is working up marketing material.

**Social Media Language**

Hildi Grob requests the Committee continue to ensure that all communication in the Public Space be clear and non-provocative. Geoffrey will edit all posts before posting, and the Committee will continue to speak with one voice when talking to the press in any capacity

### **Merchandise**

Pamme Jones and Stephanie are sourcing and pricing T-Shirts, hats, and mailbox wrappers. Geoffrey motioned, and Deborah Rundlett seconded, the allocation of \$7500 for the purchase of merchandise. Motion passed

### **Financial Report**

Jim Carone confirms that we have incurred limited expenses to date.

### **New Business**

- Geoffrey will create a flyer for July 4 promotion
- Marge is designing lawn signs; we will order 30
- Envelopes are out for printing

Geoffrey motioned, and Deb seconded, the allocation of \$1000 for the purchase of banners, envelopes, and lawn signs. Motion passed

- The State provided a 10' America250 banner for our Memorial Day parade marchers' use.
- Moving forward, most of our work will be done in sub-committees. Committee chairs will build their own Committees.
- We will continue to meet every third Wednesday at 8:00 a.m, but every other meeting will be via Zoom set up through the Town.
- Geoffrey motioned, and Stephanie seconded, the allocation of \$7500 for food and rental expenses for the July 4, 2025 event at KTM&HC. Motion passed

### **• Next Meeting: June 18, 2025 8 am *in person* at Town Hall Annex**

The meeting was adjourned at 10:01 am

Respectfully submitted,  
Elizabeth Ellis