



**CENTENNIAL CELEBRATION TASK FORCE  
AGENDA  
MONDAY, SEPTEMBER 18, 2023 – 10:00 A.M.  
CITY COUNCIL CHAMBERS  
1225 MAIN STREET, SEBASTIAN, FLORIDA**

- 1. ORDER**
- 2. REPORTS**
  - A. Reports**
    - a. Approve minutes from the August 14, 2023 meeting
  - B. Marketing & Promotion**
    - a. Update
  - C. Art**
    - a. Update
  - D. Historical**
    - a. Update
  - E. Parades & Special Events**
    - a. Update
  - F. Sponsorships**
    - a. Update
- 3. NEXT MEETING SCHEDULED FOR**
- 4. ADJOURN**

*NO STENOGRAPHIC RECORD BY A CERTIFIED COURT REPORTER WILL BE MADE OF THE FOREGOING MEETING. ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE BY THE CITY COUNCIL, BOARD OR AGENCY WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING OR HEARING WILL NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE HEARD. (F.S.286.0105)*

*IN COMPLIANCE WITH THE AMERICAN WITH DISABILITIES ACT (ADA) OF 1990, ANYONE WHO NEEDS A SPECIAL ACCOMMODATION FOR THIS MEETING SHOULD CONTACT THE CITY'S SEATING ADA COORDINATOR AT 388-8226 – ADA@CITYOFSEBASTIAN.ORG AT LEAST 48 HOURS IN ADVANCE OF THIS MEETING. TWO OR MORE ELECTED OFFICIALS MAY BE IN ATTENDANCE AT THIS MEETING.*



**CENTENNIAL CELEBRATION TASK FORCE  
MINUTES  
MONDAY AUGUST 14, 2023 – 10:00 A.M.  
CITY COUNCIL CHAMBER  
1225 MAIN STREET, SEBASTIAN, FLORIDA**

**Staff Present**

Brian Benton, Leisure Services Director  
Cathy Testa, Records Specialist  
Jeanette Williams, City Clerk

**Participants Present**

Marc Gingras	Michelle Morris
Sally Maio	Raymond Osborne
Patti Williams	Britney Melchiori
Cara Irwin	Karen Mechling

**1. ORDER**

The Centennial Celebration meeting was called to order at 10:00am

**2. REPORTS**

**A. Staff Items**

a. Minutes Approval

MOTION by Ms. Testa and a SECOND by Ms. J. Williams to approve the minutes from July 10, 2023. MOTION approved by unanimous voice vote.

**B. Marketing & Promotion**

a. Website vs. Webpage

Ms. J. Williams said the city is not receiving any pictures or stories from the public. Our website is sitting stagnant so she suggested that the centennial webpage be attached to the City's webpage then more people would see it. She reached out to the Marketing Branch and they provided a proposal to manage the webpage.

Ms. J. Williams made a motion to direct staff to begin the procurement process for services to design and manage our website and social media not to exceed a price of \$8500.

b. Pole Banners

Ms. Testa presented the draft of the banners sent by the Marketing Branch and made the suggestion to add a border. Ms. J. Williams asked if they could jazz it up a bit with confetti.

**C. Art**

a. Essay Contest

Mr. Benton will reach out to the Principal and the Superintendent to get approval. Ms. Ware suggested the deadline for the essay be moved to October 15<sup>th</sup>. Staff will work on the prizes for the winners.

Ms. Mechling asked if there has been any discussion about having a centennial mural done. Mr. Benton suggested they go through the process with the Chamber of Commerce Committee first then present it to the Centennial Task Force.

**D. Historical**

a. Civic Organization

Ms. Maio said she has been working on several articles and a timeline for the magazine. She also suggested that instead of having vendors at the centennial celebration that the civic organizations have a booth. She said they are what made Sebastian what it is. They can give the history of how their organization began.

b. Historical Survey

Mr. Osbourne gave a presentation on the advantage of having a historical survey. He said this would give the city an idea of what the public's interests are. Mr. Benton said the survey would not benefit this committee because of the time that is involved in gathering the information.

**E. Parades & Special Events**

a. Update

Mr. Gingras suggested that the city have a float in the Home Coming Parade to promote the Centennial Event.

Ms. J. Williams would like to make a banner for the Christmas Parade to remind the public about the upcoming events.

**F. Sponsorships**

a. Sponsorship update

Everyone is having trouble figuring out which companies have been contacted and which have not. The Marketing Branch will send out the link again of the list of businesses for everyone. Ms. Testa offered to send out an updated list weekly of sponsors the city has received.

**3. NEXT MEETING**

The next meeting is scheduled for Monday September 18, 2023 at 10:00 am.

**4. ADJOURN**

Being no further business the meeting was adjourned at 10:41am.

# October 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Holidays and Observances: 9: Columbus Day, 31: Halloween

Wiki Calendar