

## **Sweetser Lecture Series**

2022-2023 Meeting of the Advisory Committee

Wednesday, February 15, 2023 — 7:00 pm  
Emmanuel Episcopal Church, 5 Bryant Street

### **Meeting Minutes**

#### **Call to Order of Meeting (Julie)**

The meeting was called to order at 7:03 pm.

#### **Secretary's Report**

The minutes from the last meeting on January 18, 2023 were approved.

#### **Treasurer's Report**

David reported on our financials as of February 15, 2023. The report was approved. The remaining expenditures for the current fiscal year are i) WCAT membership (\$50) and ii) a donation to the church (~\$200). Including interest, we should have just above \$8000 to distribute to charities at the end of the fiscal year.

#### **Old Business**

Amy Loews is our new contact at the high school and replaces Trudy Conley. We will discuss with Amy the lack of facilities help at the last lecture of 2022.

Listing of materials that should be kept in archives:

- It is not clear where our banner is. Sara will ask Amy Loews if she has it.

- The committee needs to compile a list of all archival material, including posters, signed programs, and lecture DVDs. Helen will ask Susan to consult with Beebe Library about the possibility of storing these items there.

## **New Business**

### **Schedule**

The committee approved a new start time of 7:00 for the Fall 2023 lectures. Lectures will be held on either Wednesday or Thursday, depending on speaker.

### **Ticket Prices**

The committee discussed ticket prices for the Fall 2023 lectures. Assuming three lectures, there was general agreement to raise prices to \$20 per lectures and \$50 for the entire series. We will revisit this topic once we decide how many lectures will be included in the Fall series.

There was some discussion of combining the Patron/Benefactors categories into one.

### **New members**

- Julie will ask Steve Maio about getting technical help, including program design, from Jennifer McDonald.
- A number of candidates for new members were discussed, including Barbara Worley of WCAT, Nancy Demarco (sp?), and Eileen Worthley (author of the “Looking Backward” column in Wakefield Daily Item).

## **Discussion of Fiscal Year**

We will distribute funds to charities in May. There was discussion of possible new charities in which the size of our donation would have a big impact. They must meet the criterion of “helping the worthy poor of Wakefield”. Everyone is asked to come to the next meeting with ideas.

## **Letters of Thanks**

Sara will write the letter of thanks for publication in the Wakefield Daily Item. Once this letter has been printed, Helen will write one for the Patch, and Joe for the Observer.

## **Speakers: number and themes for Fall 2023**

The committee discussed a list presented by Sara of potential speakers for Fall 2023. There was a consensus that the top candidates were William Martin/Jane Healey (combo), Thomas Hudner III, and Ilyon Woo. Michael Tougias would be the first back up.

## **Ticket Sales**

David spoke to the owners of Whitelam Books in Reading and The Book Oasis in Stoneham about ticket sales. Both were interested. The committee suggested the new bookstore in Melrose and Barnes and Nobles in Lynnfield as additional outlets. David requested a printed list of guidelines for such ticket sales that we could give to these stores. He also agreed to investigate the use of credit cards and forms of electronic payments for Sweetser ticket sales and donations.

## **Adjournment**

The meeting was adjourned before 9:00 pm. The next meeting is scheduled for March 8, 2023.

