

**CHAPLIN AD-HOC BICENTENNIAL COMMITTEE**

**Chaplin, Connecticut**

**Special Meeting Minutes**

**February 21, 2023**

Chair Leslie Ricklin called the meeting to order at 4:04 PM. Present were members Warren Church, Dick Weingart, Anne Sicilian, Bob Grindle, Ann Lewis, Julie Lindquist and Bill Rose. Others present was First Selectman Juan Roman.

**3. APPROVAL OF MINUTES OF JANUARY 17, 2023:**

*Motion to approve the special meeting minutes from January 17, 2023, was made by Bob Grindle, seconded by Dick Weingart and carried unanimously.*

**4. ACTION ITEMS:**

**The Committee to authorize a sub-committee of Warren Church, Leslie Ricklin, Dick Weingart, and Sandra Horning to select and work with a web consultant to create an archive that documents the town's bicentennial in 2022:**

Dick Weingart contacted Quasar Internet Solutions to discuss work needed for internet access to photos, documents and videos possibly using the library website as a portal (they work with the town website, not the library). Looked at and determined the Facebook page is usable (mostly images that can be captured). They would need a concept of what the website should look like as well as collected and organized work done by the Committee including creating a photo gallery and narratives to setup a website (they could handle videos if stored somewhere else besides the website).

The Committee discussed using a web consultant for archiving Bicentennial Artifacts including: how to preserve the information and keep the website permanent (digitize on thumb drives and store in the Town Hall vault - calendar of events on the town website could assist with organizational work), keeping paper copies in the vault, creating a book with photos that might be more satisfying to some people, using the library website that is simple to navigate (could have a link on the town website), archiving would be a historical legacy showing future residents and researches an overview of the event, what work would the consultant do if the Committee is doing the organizational work (will design and create website), what happens if technology changes or the company goes out of business (would do an upgrade and find new company), who would be gathering information to give to consultant, could meet with consultant to address concerns, reach out to ESCU for help with web development, access to the video on the town website was removed for using too much space (Quasar has enough space as long as videos are not on the server – could use link to You Tube), consider doing a book and web page, how much is involved and what is the cost (would need to organize and define the project to obtain an estimate and bring to the town).

*Motion for the Bicentennial Committee to authorize Sub-Committee of Warren Church, Leslie Ricklin, Dick Weingart, and Sandra Horning to select and work with a web consultant to create an archive that documents the Town's Bicentennial in 2022, made by Warren Church, seconded by Anne Sicilian and carried unanimously.*

**5. ADJOURN:**

*Motion to adjourn (4:50 PM) made by Bob Grindle, seconded by Warren Church.*

*Respectfully submitted by Kathleen Scott  
Recording Clerk*