



Friends of Roberts Field

June 19, 2019 Meeting

6/17/19

Meeting Agenda

- Executive Board Election- *Vote*
- Tax Filing Payment - *Vote*
- Town Playground Budget & FORF Fundraising Update
- Additional Budgeted Items
- Fundraising Category Update
- Engraved Brick Campaign Update
- Sponsorship Update
- Volunteer Activities
- Other Topics?
- Next Meeting Discussion
- Adjourn



ROBERTS FIELD
C H E L M S F O R D M A

Executive Board Election- Vote

- Annual election of Executive Board
 - Currently five-member Board (min 3)
 - Chair, Vice-Chair, Treasurer, Clerk, Outreach Chair
 - Board Minimum - Chair, Treasurer and Clerk
 - New Treasurer Candidate
 - Tony Kalil is retiring from Enterprise Bank and resigning as FoRF Treasurer effective 6/21/19

THANK YOU FOR YOUR SERVICE, TONY!

- Nicholas Hood - Enterprise Bank Branch Service Specialist, has volunteered to serve as Treasurer
- Board changes to be submitted online to the MA Attorney General

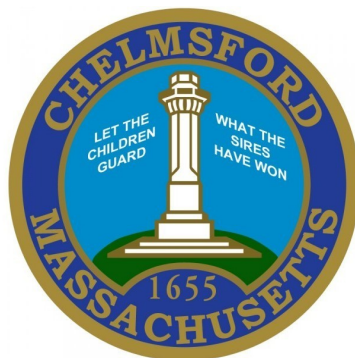


Tax Filing Payment - Vote

- FORF fiscal year July-June 2019
- Beth Logan, lead Tax Advisor at Kozlog Tax Advisors (3 Meetinghouse Rd, Chelmsford)
 - Enrolled Agent, President of the Massachusetts Society of Enrolled Agents, member of the National Association of Enrolled Agents, and a graduate of the NAEA Schuldiner/Smollan Leadership Academy (SSLA). She is the lead author of the national EA Journals' BitCoin article, a tax instructor, and author of multiple books on taxes.
- Offers tax preparation for non-profits for a fee of \$200 or less
- Vote to authorize FY19 tax preparation

Town Playground Budget & FORF Fundraising Update

- Friends of Roberts Field
 - Provided nearly a third of total playground project value
 - 42 playground sponsorships
 - 941 bricks sold
- To date, \$86k paid to the Town
 - Approximately \$30k to be used for debt service of CPA bond at Spring Town Meeting
 - Town will accept funds through March 2020
 - \$4.4k more now available



Town CPA Account Expenditures	\$ 449,098.08
Town Revolving Account Expenditures	\$ 55,577.90
Total Town Expenditures	\$ 504,675.98
Planned Additional Town Expenditures	\$ 7,300.00
Total Town Playground Expenditures	\$ 511,975.98
Volunteer Sweat Equity	\$ 40,000.00
DPW Sweat Equity	\$ 75,000.00
Total Playground Value	\$ 626,975.98
FORF Funds Raised To Date	\$ 116,813.20
FORF In-kind Donations To Date	\$ 13,413.00
	\$ 130,226.20
FORF Value Add To Date	\$ 170,226.20
	27%

Additional Budgeted Items

Permanent Sponsor Plaque & Stone	\$3,800
5 Senses Garden Plants	\$1,000
Butterfly Garden Plants	\$500
Shade Trees	\$1,000
Metal Kinetic Wind Sculpture	\$500
Signage	<u>\$500</u>
	\$7,300

Friendship Park		
FORF Fundraising Recap		
Jan 18-June 19		
6/8/2019		
Category	Income	Expenses
Buy A Brick 1 (739 bricks)	\$ 47,186.01	\$ (18,310.91)
Buy A Brick 2 (199 bricks)	\$ 19,353.40	\$ (3,831.74)
Sponsorships (42 sponsors)	\$ 47,573.98	\$ (2,007.50)
Merchandise Sales	\$ 946.62	\$ (140.10)
General Fund	\$ 1,273.99	\$ (282.51)
Grants	\$ 479.20	
Organizational Fees		\$ (803.58)
Payment 1 to Town		\$ (37,000.00)
Payment 2 to Town		\$ (49,075.06)
	\$ 116,813.20	\$ (111,451.40)
In Kind Donations	\$ 13,413.00	
Community Build Value	\$ 40,000.00	
Total FORF Value	\$ 170,226.20	

Fundraising Category Update

- Identify Sponsorship End Date To Finalize Playground Sponsor Plaque List
 - Cast Metal Plaque turnaround time?
 - Organize Dedication Ceremony (Summer/Fall)
- FORF Fundraising For Roberts Field?
- Ongoing Planned Fundraising Activities
 - Online Store - merchandise sales
 - Amazon Smile
 - June 23 Mini-Photo Sessions - Cancelled
 - State Lobbying
 - Other Activities To Consider
 - Country Fair and/or Parade
 - Restaurant Flyers
 - Book, Greeting Card Fundraisers
 - Matching Grants
 - Others?

Engraved Brick Campaign Update

- Sale ended June 3 – 199 bricks sold
 - Extending beyond May 1st delivered 60 more sales
- Bricks to be installed June 20-21 by Colonial Stoneworks & Landscape as an in-kind donation and Playground Sponsorship
- Bricks to be delivered to playground and inventoried prior to installation
- Email sent to purchasers after installation



Sponsorship Recap

- 42 Sponsors
- \$47, 573.98 funds raised
- \$13,413 in-kind donations



In-Kind	Equipment	Covered Bridge Entryway	Heritage Construction
In-Kind	Equipment	Sign Kiosk	Heritage Construction
In-Kind	Equipment	Rock Walls	Earthscapes and Lawn
In-Kind	Equipment	Engraved Plaques	R&R Trophy & Awards
In-Kind	Equipment	Brick installation	Colonial Stoneworks
In-Kind	Equipment	Community Build T Shirts	Spector Textile Products
In-Kind	Equipment	Sponsor Stone	Le Masurier Granite Quarry
In-Kind	Equipment	Child Size Picnic Tables	Elisabeth Bobrow
In-Kind	Equipment	Wood Staining	Top Shelf Painting
In-Kind	Equipment	Consultation	Weston Nurseries
	Equipment	TBD	The Brown Family
	Equipment	Belt Bridge	Aces Aquatics
	Equipment	TBD	Barry and Sue Jefferson
	Equipment	TBD + 501c3 Filing Fee	Enterprise Bank
	Equipment	Double Swish Slide	Kurt Kelly Memorial Foundation
	Equipment	T Shirt and Sculpture	Christopher's Towing
	Equipment	TBD	Chelmsford PAL
	Equipment	T Shirt	Cuthbertson & Stavis Family
	Equipment	Granite Bench + \$100	Chelmsford Youth Baseball
	Equipment	Metal Bench	Shirley & Dick Lindsey
	Equipment	Refurbished Bench	The Lanzillo Family
	Equipment	TBD	Circle Health
	Equipment	Gazing Balls	Paul and Jeanne Bartel
	Equipment	Granite Benches	Chelmsford Lions Club
	Equipment	Granite Bench	Olenchak Family
	Equipment	Playground Signage	Ostman Family
	Equipment	Granite Bench	Gurukul Learning Center
	Equipment	TBD	Daniel and Maria Hart
	Equipment	Granite Bench	The Manzelli Family
	Equipment	TBD	Blake Funeral Home
	Premier	Silver	DrumHill Pediatrics
	Premier	Silver	The Beary Family
	Premier	Bronze	The Singam Family
	Premier	Gold	The Gilchrist Family
	Premier	Silver	Kurt Kelly Memorial Foundation
	Premier	Platinum	The Askenburg Family
	Premier	Bronze	Ready Real Estate
	Premier	Bronze	Chelmsford Mothers' Club
	Premier	Bronze	The Chase Bobrow Family
	Premier	Bronze	Northern Bank
	Premier	Bronze	Michael Sargent
		Bronze	Bill Harvey
	Premier	Silver	Trinity Emergency Medical Service

Volunteer Activities

- Create, Organize and Promote FORF Volunteer Days
 - Target community groups
 - Lead Organizer
- Needed Volunteer Park Projects
 - Trail Maintenance
 - Pollinator Park Weeding
 - Bittersweet Removal
 - Skate Shack Repair
 - Fall Perennial Plant Split & Donate



Other Topics?



Next Meeting Date

- Summer, Fall?

