

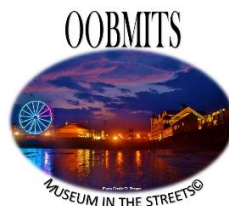
## OOBMITS – Meeting Agenda

February 8, 2017: Jakeman Hall, Ocean Park (10AM), Town Hall Council Chambers (5PM)

### ITEM 1: Recap from Meeting with Patrick (Unless there's a Snow Day)

#### ITEM 2: Panel Discussion

- Final panel count/locations
- Potential location of the Cultural Diversity Panel
- Review photos/write-ups for each site
  - Discuss distributing the photos/write-ups to Sponsors
- Sponsorship line at the bottom of the panel – Review draft letter
  - Business logo, what about individuals who sponsor a panel in honor of someone, should we allow a symbol that represents that person?
- A lot of our panel locations were damaged during the Fire of 1907 or one of the many other fires that have happened in Town. Instead of mentioning “*this building was destroyed by the fire...*” on every individual panel, should we put a symbol of a fire on the intro panel and on the site panels to show which sites were affected by the fire? It also saves on the word-count.
- We have 2 intro panels that we didn't get sponsorships for, we don't need sponsorships for them but we have space for business logos, etc. at the bottom. Should we instead put the names of the committee members on these panels along with our OOBMITS logo and maybe a picture of the committee?
- Where should our intro panels be located? Do they have to be at the start/end of the tour? Could we have one in the square? Imperial Street by the bus stop? Chamber of Commerce?
- Logo Discussion – OOB & Ocean Park. It looks like we have four options to vote on –
  - We could have a Project Logo at the top of the panels for both OOB and Ocean Park. This would require paying to create a brand new logo that had components of the OOB & OP logo on it.
  - We could have one large Town logo for each part of the project placed at the top. For example, the OOB panels would have the OOB logo placed at the top of the panels in OOB and the OP panels would have the OP logo placed at the top of the panels in OP. Patrick said this would be an additional cost because the panels would be slightly different, when I asked him what the additional cost would be he said it depends on the quality of the image, he said they need top-quality scan to work with because the logos are small to begin with and they have to blow them up quite a bit. He said if they have good quality logos to begin with, all they have to do is color them in before using them (he said they use natural colors, brown for rope, green for trees, blue for sky, etc.).
  - We could have one large Town logo at the top of all of the panels and a smaller logo at the bottom of all of the panels. Patrick said this isn't the best option because some businesses may want their logo on the panels that they sponsor and it may get confused with a Town logo if it's at the bottom.
  - We could try to put our OOBMITS logo on the panel.



### ITEM 3: Timeline

- We're hoping to get Materials to Patrick by Early March.
- We're looking at about a 2 month turnaround once we get all of the materials to Patrick. Patrick says it will take 2-3 weeks to get proofs, make corrections and get proofs back to the designer, after that 5 weeks for fabrication and shipping, assuming all goes well, 2 weeks for installation – depending on DPW schedule.

### ITEM 4: Student Meeting

- Ideas to recognize student involvement in the project. They have helped with the Haunted Walk, Memories Event and researched/wrote the Cultural Diversity Panel.

### OTHER BUSINESS

#### LIST OF FULLY FUNDED FINAL PANEL LOCATIONS (OLD ORCHARD STREET AREA)

Panel Title	Location
1907 Fire	Town Square
Alberta Hotel/Whitehall	Bills Pizza
Auto Races	Pier Area
Brunswick	Brunswick
Cultural Diversity	TBD
Everett Hotel	Parking Lot Across from Beach Bagels
Fiske Hotel	Surf 6
Grand View Inn	Saco & Biddeford Savings
Harmon Museum	Historical Society
I.O.O.F. Building	Paradise Beachwear
Libby Memorial Library	Staples Street
Montreal House	Beachwood
Town Hall	Town Hall
Noah's Ark	Grand Victorian
Old Orchard House	Rite Aid
Palace Ballroom	Palace Playland
Salvation Army	Salvation Army
Seashore House	Palace Playland
Seaside Park	Francis Street Neighborhood
Saint Margaret's Church	Saint Margaret's Church
Staples Inn	Staples Inn
The Pier	The Pier
Train Depot	Subway Building
Velvet Hotel	Grand Victorian