



Board of Park Commissioners

Fund Development & Advocacy Committee

Wednesday, October 18, 2023 at 4:00 p.m.

Bristol Parks, Recreation, Youth & Community Services – 51 High Street, Bristol CT

Special Meeting Agenda

1. Call To Order
 - a. Attendance

2. Acceptance of Meeting Minutes
 - a. April 19, 2023 Special Meeting Minutes (ATTACHMENT A)

Documents:

[ATTACHMENT A.PDF](#)

3. Public Participation
4. Old Business
 - a. By Commissioners

5. New Business
 - a. Dinner on the Diamond 2023 Wrap up Report

- b. Dinner on the Diamond 2024 Planning and Timeline for fundraising, outreach and donor cultivation

- c. Consider additional mechanisms for fundraising at the Dinner on the Diamond including a Silent Auction program led by the Fund Development and Advocacy Committee

- d. Establish fund development and advocacy goals for the strategic use of the Friends of Bristol Parks and Recreation Fund and refer to Finance Committee

- e. By Commissioners

6. Adjourn

Jazzya Coakley

Recording Secretary

Board of Park Commissioners



Board of Park Commissioners
Fund Development Committee
Wednesday, April 19, 2023 at 4:00 p.m.
Bristol Parks, Recreation, Youth & Community Services – 51 High Street, Bristol CT
Special Meeting Minutes

1. Call to Order

- a. Chair Cynthia Donovan called the meeting to order at 4:05 p.m.
- b. Attendance

Present: Cynthia Donovan, Chair
Sandra Bogdanski, Commissioner

Erica Benoit, Community Engagement Coordinator
Sarah Larson, Deputy Superintendent
Dr. Joshua Medeiros, Superintendent

Absent: Emily Michaud, Commissioner

2. Acceptance of meeting minutes

- a. **MOTION:** Made by Commissioner Bogdanski to accept the January 18, 2023 Special Meeting Minutes. Seconded by: Chair Donovan, all in favor; motion carried.

3. Public Participation: None.

4. Old Business

- a. Community Engagement Coordinator Benoit provided updates regarding Dinner on the Diamond progress including catering and menu details, Bristol Burlington Health District updates, video board details, and sponsorship updates.
- b. The Commission reviewed and discussed strategy for final sponsorships and ticket sales.
- c. The Commission reviewed the event schedule and volunteer logistics; discussion followed.
- d. By Commissioners: None.

5. New Business

- a. By Commissioners:
 - i. Community Engagement Coordinator Benoit presented the design and details of the sponsored event gift bags; discussion followed.

6. Adjourn

- a. **MOTION:** Made by Commissioner Bogdanski to adjourn the meeting at 5:05 p.m. Seconded by: Chair Donovan, all in favor; motion carried.

Respectfully submitted,

Jazzya Coakley
Recording Secretary
Board of Park Commissioners