



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