**DPA Board Meeting Minutes – September 8, 2014**

Those present: Eric Macklin, Karen Lowery, Doron Almog, Bob Smith, Jamie Pierce, John Darack.

Absent: Lisa Jacobs, Grace Olin

1. Minutes of the August 11 meeting were read and approved.
2. Karen reported on the Fun Run – Schedule and duties to be performed were outlined:
3. Sandwich boards, bulletin boards and A-frames will be posted by Bob and Wayne on 9/11.
4. Brian will get tables and chairs from Longfellow.
5. On race day –
* banners will be posted
* Bob and Doron will set up the course
* Jamie and Doron will set up the sound system
* Port-a-potties, easels, coolers, trash cans and bags, sponsor items, registration forms, tables and chairs, coffee and food, trophies will be brought and set up by various members and vendors.
1. Fitness Walk will start between 10:00 and 10:30.
2. Registratioin will begin at 9:30 (52 runners are pre-registered). Mike Margosian has volunteered to register runners that day.
3. At 12:00, various announcements will be made. Doron will organize the kids event.
4. Karen will be taking photos.
5. At 1:00 the Run and Walk event will begin.
6. After the race, trophies will be presented.
7. 3:00 cleanup. It can be loaded into John’s truck
8. John will take trash to the dump Tuesday.
9. Karen, Mike, Jamie and John will send “thank you” letters, certificates of appreciation and T-shirts.
10. $11,015 in sponsorships has been received, better than expected!

($8000 from businesses, $3015 from individuals).

1. Wayland High School students will receive a special rate of $12, as approved by the Board.
2. There was a brief discussion about the Chateau washing equipment near the pond. Mike Lowery has offered advice on which TOW departments should be contacted.
3. The Fall Membership Meeting will be on October 26 at 5:00 in the Senior Center at Town Building. Reserving the room and obtaining the food service permit will be arranged. In preparation for the meeting, the burner will be picked up from Wayne, and food purchased.
4. The Fall Newsletter should be sent out the first week in October, and will include the President’s Letter and a report on the Fun Run. Other content will mention the Jazz Cruise, participation in the Wayland 375 parade. The Fall Meeting will be announced. A report will be made on observations of the new Tape Grass infestation.
5. The next Board Meeting will be on Monday, October 6 at Doron’s home, 169 Lakeshore Drive.

Respectfully submitted,

John Darack