

**Town of Heath  
Approved Meeting Minutes  
Community Hall Windows Fundraising Committee  
March 1, 2024  
Library Meeting Room  
Jacobs Road Municipal Building**

3:05 p.m. The meeting was called to order by Bob Gruen.

Members present: Jan Carr, Bob Gruen, Gloria Fisher and Select Board representative, Elissa Viarengo.

**Progress Poster**

Bob presented the fundraising progress poster board. He will “color” in the windows to indicate the amount of money raised to date. The committee discussed various ways of attaching the poster to the sandwich board. Much gratitude was expressed to Jean Gran for her imaginative design and for coordinating and paying for the printing.

**Fundraising Letter Mailing**

Elissa handed out the labels which she made from the Assessors’ property owners list. Elissa was thanked for her time and effort. The committee also had a copy of the out-of-town members of the Heath Historical Society (thanks to Ned Wolf), as well as a list of other potential donors that Jan put together. The committee questioned who among the over 700 people listed should receive the fundraising letter. It was determined that the letter should go to each of the addresses we have in order to give everyone the opportunity to support the restoration of the windows. It was decided that the return address on the envelopes should be: Heath Community Hall, P.O. Box 35, Heath, MA 01346.

The mailing/address labels were reviewed for duplicates, people who have moved, and people who have passed. The envelopes Bob brought, and the labels were divided among the committee members to take home and start labeling.

The Select Board will be asked to approve paying for the postage for the mailing. The town coordinator will copy/print the letters.

4:10 p.m. - Jan moved to adjourn; Gloria seconded. The vote was unanimous.

Submitted by Gloria Fisher