

Battle of Plattsburgh (BOP) Committee  
Meeting

Held in the Meeting Room on the Second Floor of the Old Clinton County Court House  
Margaret Street  
Plattsburgh, NY 129021

Friday, September 30, 2021  
4:03 pm- 6 pm

**Board Members Present:**

Tom Donahue  
Richard Frost  
Wendy Gilchrist  
Vicki Giroux  
Tim Horn  
Chris Ransom  
Linda Masterson Ward

**Board Members Not Present:**

Forrest Edwards  
Jim Guinness  
Judy Lefebvre  
Charles Loscalzo  
PJ Miller  
Emily Moosmann  
Lana Putnam  
Mary Simmers  
Samantha Williams

**Committee Members Present:**

Bruce Moore  
Stan Ransom

**Committee Members Not Present:**

Geri Favreau  
Keith Herkalo  
Shirley Kilkeary  
Diane Kwarta  
Kris Portal  
Vince Puliafico  
Mark Sand

**Advisors Present:**

Gary VanCour

**Advisors Not Present:**

Kit Booth  
 Bruce Carlin  
 Craig Russell

**Welcome and Agenda**

President, Tom Donahue called the meeting of the Battle of Plattsburgh to order at 4:03 pm and welcomed everyone.

**Battle of Plattsburgh Commemoration**

Gary mentioned that the Commemoration overall was fantastic.

Considerations:

- Weekends are a great time to hold events. Consider using evenings during the week. History talks and concerts fit well in this format.
- Avoid changing the schedule, times, and locations, especially close to the event.
- Sound system on reviewing stand was not loud enough.
- Post COVID - consider inside events where buttons could be required.
- Consider planning a pared down weekend and events throughout the year. Avoid overlapping of activities.
- Tents are important. Sides are often needed.

**Culver Hill**

Gary reported that the event went well but attendance was down. The portable sound system was not sufficient, and he used his own equipment to have adequate sound.

**Parade**

Vicki reported on the parade. The spectators spread themselves out well along the parade path. Paul Storms usually plans the Beat Retreat, but Vicki and her group were able to arrange it. Vicki mentioned that the parade is expensive. Make sure to coordinate with Ticonderoga so our event is not the same weekend as Ti's. We think the Battle of Plattsburgh needs to be held on the second full weekend of September, so Ti knows when to plan their event. We think the second full weekend in September in 2022 will be Sept 9-11. Norwich would like a date for 2022 as they would like to be included. We need to pencil in our date by the first of the year and ask the bands to pencil us in. Royal Marines want to come and can come in a small capacity if we cannot afford the full band. Pipe Band from Canada is also expensive. Vicki mentioned the need for additional volunteers early in the day before the parade. We need a better speaker, public address system from the reviewing stand to make sure sound can be heard from across the street. The speakers may need to be pointed in various directions.

The Sensory Zone worked out very well. At least one participant was able to view the parade for the first time in his/her life.

**Reenactors**

The reenactors can only schedule one weekend to come to Plattsburgh and need to be contacted by early February. We need to talk with PJ about the reenactors.

### **Riverside Cemetery Ceremony**

Tim reported that the ceremony went well but there were few spectators. A better sound system is needed. The two tents were much needed especially with the downpour of rain. We need more, better PR of the “why” of the ceremonies. We need more education. Cemetery tours could be done throughout the year. School trips to cemeteries might be well received. Need to plan with schools a year ahead of time.

### **Old Post Cemetery Ceremony**

It is not optimal to have this ceremony at the very end of the Commemoration as everyone is very tired by then. School trips to cemeteries might be well received.

### **History Talks and Trinity Church**

Rich reported that the history talks were excellent, very well received, and well attended. Trinity Church proved to be a good venue. Acoustics were pretty good. A monitor needs to be in the back of the room to make sure the speakers can be heard by all in audience. The church was a better venue than City Well. History talks could be done the weekend before or during the year.

### **Macdonough Monument**

Self-tours of the monument were popular. Nothing was charged but a donation container was made available. \$129. and \$90. were left in the jar on Saturday and Sunday. 4Hers monitored the monument and did an excellent job. The donations will be given to the 4Hers for their club.

### **City Hall Anchor Room**

The City Historian, Ellen was available to answer visitors’ questions in the Anchor Room. Ellen is also Director at Miner Museum. Ellen wrote up a description of the Anchor Room and architecture of City Hall.

### **Macomb Ball**

Wendy reported that the Ball held under the tent in Trinity Park was very well received.

### **Service near Kent Delord**

Wendy said the Shape Note singing went well and the minister gave a good service.

### **Valcour Kick Off and Tavern at Valcour**

The event was not as successful as hoped. Many things conspired against its success including COVID and the weather. It was enjoyed by those who attended. It could be done at a different time of the year. Weekend might be better. If doing on a weekday, need to plan with schools a year in advance. First responders’ “exhibits” were a great idea.

### **Tavern at Busters**

This event was not as successful as hoped.

**Tavern – Taste of the Tavern**

A Taste of the Tavern could be done early in the year March.

**Trinity Park – Food Vendors**

Tom reported that we have three new food vendors this year. All our food vendors were very happy. Past food vendors would have come this year if they had known earlier.

**Fireworks**

Fireworks on Friday night were very good. It was unfortunate that the time was changed.

**Cannonball Run**

The run was very well received. There were thirty-four participants. We might host a bike ride next time. ElliptiGO might help next year – might sponsor a bike ride. Consider Women on Wheels?

**Fire Truck Pull**

The pull was very entertaining and really added to the Sunday activities.

**Children's Village**

The Village was very well received. The hats this year were very popular. Needed more volunteers. The Irish Dancers did a great job. The Wood Carvers were there. The Naturalist from Point Au Roche was there. The Village takes a lot of organization, transportation, set up and break down. Needs a committee of at least 4-5 people. Miner Center staff helped with the calligraphy.

**Kids Games**

Chris and Stan reported that the games were very successful. They mentioned that when the games were stored at Kent Delord House, there was more sharing and use of the games throughout the year. Different groups used the games. Chris and Stan did programs for schools and Sacket Harbor in the past. Linda mentioned a program at Beekmantown School that would be receptive to an hour-long program on historical games.

**CCHA (Clinton County Historical Association)**

CCHA reported that turnout at their activities was great.

**Information Booth**

The tent set up worked very well. Needed more volunteers at the booth. In addition to buttons, sold water, soda, raffle tickets and maple syrup.

**Entertainment Committee**

The Entertainment Committee was composed of Nate, Wendy, Linda, and Tom. Cost for all the entertainment without the fireworks was about \$11,800.

**Rotary**

Need feedback from Rotary on their events.

**Buttons**

Tim reported about \$2700. was raised with button sales. The seven hundred buttons costs \$237. There was a cost for the booklet that were sold with a button for \$10.

**Volunteers**

Volunteers were great. We need more volunteers, not only for the Commemoration event but on the Committee. Consider encouraging potential volunteers that they can take on a small or large activity. Virtual meetings might attract more attendance at our meetings. Utilize scouts more effectively. Consider what tasks groups like the scouts could take on.

**Tents**

Tents were hard to rent this year by the time we had sufficient funds to contract for them. It would be so helpful to know when tents would be delivered and set up. The tent in Trinity Park needed sides and a larger stage area. Unfortunately, this year, neither were available. There might be additional uses for the Hospitality Tent?

**Raffles**

Raffles were successful but with more planning might be even more so. The last raffle is the quilt. It will be raffled off on Veterans' Day. It would be good to have a small committee to take care of all the raffles.

**Publicity**

We hope to post Radio Station Interviews on our web site.

**Film**

Bruce Carlin filmed the Commemoration. The film needs to be edited.

**Set Up Committee**

Need a committee to organize and take care of all set ups...such as set up of chairs...and take downs.

**Fundraising**

Fundraising needs to be started soon. Initial contacts need to be made by December. Linda mentioned that Tom Donahue, Bill Donahue, and she worked on grants. Linda mentioned that she enjoyed the grant writing. We received several grants including Chapel Hill, Stewarts, Walmart, and Pomeroy.

**Budget**

Forrest was not able to be here for this meeting. We may need a meeting to go over the budget and the second part of the agenda. Our original estimated budget was about \$58,200. The actual budget that we needed might be closer to \$45,000. We need to document precisely what each activity costs in dollars and in labor. Russell Fehr charged us a total of \$1,600. for all his work

**In Kind**

Bruce Carlin	discounted all his bills to us by 25%
Rulfs	3-1/2 cases of apples, about 350 apples
Meadowbrook	water
John Momont	\$4,000 for mural in mall
City of Plattsburgh	

There were many additional in-kind donations and services.

**Awards**

Tim presented two awards:

1. Unsung Hero Award presented to Mary Simmers
2. Leadership Award presented to Tom Donahue for his outstanding leadership during the entire Commemoration.

**The next meeting(s):**

**When:** ?

**Where:** ?

**Adjournment**

Meeting adjourned at 6pm.

Respectfully submitted:

Chris Ransom, Secretary

Revised 10-13-2021

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