

Topsham Community Center Committee

Minutes June 9, 2025, Time: 5:15 PM

1. Call to order. Time: 5:19PM

Members: Leslie Byrne, Steve Kessler, Lynn Sirois, Alison Cary-Blais, Kathy Hunter, Kim Pride, Heather Rogers

Staff: Pam LeDuc, Mark Waltz

Members absent: Kim Pride

2. Invitation to guest present to introduce/ make comment to committee: N/A

3. Any changes to this agenda? Remove #4 as Mark Lee not attendance, Remove Pam from Staff Absent

4. Harriman Updates from 5/7/2025 Meeting (Mark Lee): **Move to next meeting**

- Updates on design
- Preparation for presentation to selectboard
- Next steps for TCCC

5. **Funding Discussion:**

Potential Estimate for Fundraising Consultant

Meeting with Maribeth Canning with Pam and Lynn. Review the slide deck Maribeth shared regarding her insight the Town of Topsham.

Capital Campaign: (described her approach in phases)

1. Pre-Campaign Planning
2. Feasibility Study
3. Campaign Planning
4. Quiet Phase
5. Campaign Kick Off
6. Public Phase
7. Post Campaign

Suggestion of pie chart when presenting to select board to show potential incoming contributors. She would give a full-service approach and could be flexible depending on need of campaign. Roughly \$30K - \$40K for a three-year contract.

Schedule another funding meeting: Not currently. Will revisit next meeting- after the follow up with select board with additional insight

The mission of the Community Center Committee is to understand the desires and needs of the Topsham Community to identify accessible, affordable, sustainable recreational solutions that will serve the multigenerational community and social connections among Topsham citizens.

6. Confirm timeline for next update to present to Select Board: **June 19th – Select Board Meeting 6:30pm**

- Lynn and Steve will present on June 19th meeting to provide a high level of overview of where TCCC is in the project.

7. Review minutes from **May 19th, 2025**, Meeting: **Accepted**

8. Follow Up Action Steps:

- Pam to send email to Mark Lee regarding next meeting – with specifics questions listed in the May 19th meeting for follow up items.

9. Confirmation of next meeting date/ time: 7/7/2025 5:15pm (depending on Mark Lee's availability.
Back up 7/21/2025 5:15pm

10. Meeting adjourned. **Time: 5:50pm**

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