



# TOWN OF MEDWAY

## COMMONWEALTH OF MASSACHUSETTS



Medway Town Hall  
155 Village Street – Medway, MA 02053

## Medway Cultural Council

medwayculturalcouncil@gmail.com

### MINUTES

Tuesday January 3, 2023 @ 7:00 pm.

**Members Present:** Gail Hachenburg, Judith Moffatt, Hazel Warnick, Jordan Warnick  
**Via Zoom:** Crystal Buckley, Phil Giangarra, Valerie Shinas  
**Members Absent:** Becky Atwood, Stuthi Balaji, Angelica Crosby, Cyndy Ellis, Amna Saeed-Kothe, Karyl Wong  
**Guest:** Erin McCarthy

Gail Hachenburg called the Meeting to order at 7:10 pm.

1. **Approval of minutes from November 29, 2022:** minor grammatical corrections were made; minutes were accepted unanimously
2. **Sculpture Progress:** Erin McCarthy presented her progress on the sculpture that has included her choice of models (picture included) with two children (one of which has a diverse background) reaching up to or touching a star(s) in the sky and external funding updates. Erin explained her choice of models (girl age 8, boy age 7), positions for the sculpture to invoke movement, potential choices of clothing (to be chosen in a year) and time course for modeling. The council discussed the models/poses, provided input and agreed on their choice.

The inclusion of a symbolic bronze lighted star above the sculpture (see model picture) was discussed to provide a reference point in the sky and smaller stars used in replacement of the main library sign (Library Trustees to approve sign change).

Funding from NEFA was not approved but further discussions on January 17 under way to review the reasons why it was not funded. MCC funding opportunities unrelated to LCC for funding were inappropriate.

Sculpting to start this month with girl; sculpting with boy starts in summer. There are no concerns about changes in their growth that would affect the sculpture.

3. **Update on LCC Grants**: Gail Hachenburg (Co-Chair) and Hazel Warnick (Treasurer) have been working on the LCC budget and reports. While Gail has resolved some of the problems with the '23 grant report, Hazel pointed out that a 'zero' balance needed to be shown by the end of Calendar '22 in order for new LCC grants to be funded in Calendar '23 [this is unrelated to Town funding which is in Fiscal year '23 (July 1, 2022 - June 30, 2023)]. Problems resulted from LCC '22 grantees who did not submit a request for full reimbursement of funds granted to them. The problem can be resolved by applying the remaining funds (\$365.72) from '22 to grants to one or more of those to be funded in '23 per MCC. This requires a vote of the council on the amount to be redistributed and to which grants. Since Judith Moffatt is one of the LCC grant applicants for Calendar '23, she was excused for further discussions and voting on this issue.

Hazel then presented her suggestions for dispersal of these funds (\$365.72) to one or more of the grants to the remaining council members (7 including Hazel, which constitutes a quorum of the 13 members). Her recommendations is to give \$200 to the Pixie Festival (still \$100 less then requested) and the remainder (\$165.72) to Medway Friends of the Performing Arts. Both of these are Medway-based grant applications whose events are well attended. Jordan Warnick asked for a motion from the floor. Valerie Shinas moved to approve the distribution of funds as stated; Gail seconded. There were no questions or discussions. The vote was unanimous to approve.

4. **Utility Box Update**: Crystal Buckley reported that approval of the choices for the utility boxes by the Utility Box Committee has been delayed due to a health problem with the Historical Commission (HC) representative. If it is not resolved shortly, we will try to move forward with another HC member since it is time sensitive, and the artists need to be notified. Because of this, Rocky's Ace Hardware has not been approached about direct billing for paint supplies.
5. **Treasurer's Report**: The Treasurer's Report was presented via e-mail to all council members. Gail H. made a motion to accept the report, Judith M. seconded. Since there was no discussion, a vote was requested, and the report passed unanimously.
6. **Council Visibility**: Jordan discussed the need for the Council to be 'visible' at events. This included presence at events we sponsor. One item is a T-Shirt (shown) to be worn by council members. The question is would everyone be willing to wear one (council members all agreed). The T-shirt (see photo attached) provided by Tri-Valley Sports is of good quality (all cotton) but the lettering and spacing on the back is a bit too large and will have to be adjusted (reduced 10%). The cotton T-shirt is \$15@ or \$195 for 13 shirts. A discussion ensued about the cost, from where the payment would come and how to size properly. It was decided

to ask Tri-Valley Sports to provide some shirts (M, L, XL) that members could try on to size properly and then order them.

Jordan also discussed the need for an 8-ft branded tablecloth of good quality and durability (polyester blend) (see photo of draft attached). The tablecloth would be used at each event sponsored by the Council and at town events that we attend. It would bring needed attention to the council and its events. An estimate of \$200 was provided.

We need to have a vertical sign (6', see photo attached) alongside the tables that it is visible and brings attention to the council as well. It would have our contact information, QR Code and a place to attach upcoming events. The existing sandwich board is unwieldy and not stable. Cost to be determined.

Gail made a motion to approve the costs of the T-shirts and tablecloth; Judith seconded the motion. The discussion reiterated the need for adjustments to the T-shirt lettering, the quality of the tablecloth and an estimate for the sign. The council voted to approve the cost of the 13 T-shirts (\$195) and a tablecloth (~\$150). The cost of the sign will be determined but not ordered.

The cost of plastic/paper name tags w/ or w/o lanyard will be about \$25-30 + lanyard and will be purchased from Staples and printed by Jordan. Custom-made tags are unnecessary. Hazel moved to approve; Phil seconded. Council approved unanimously.

7. **Theatrical X-Over with SUP, THRIVE and SAFE Coalition on Substance Use Prevention**: Jordan W. discussed the past crossover of theatrical presentations by COAAST/Second Stage sponsored by the council in association with the Medway Library, Lions Club, Medway Cable and an anonymous donor. The play '4 Legs to Stand On' dealt with the problems of opioid abuse within a family and the repercussions it brought to the family. It was presented live pre-pandemic and via Zoom last year. The need continues. The group has moved from RI to MA and is now eligible for MCC funding next year. In the meantime, Jordan is seeking shared funding from the Council, THRIVE, SUP, MFPA and private sources. Hazel worked with Ryan Sherman and an anonymous donor to fund the last Zoom. After some positive discussion, it was recommended that Jordan continue his efforts to bring the 'live' play into town and determine what funds might be needed.
8. **Status of Members & Co-Chair Report** – Jordan W. pointed out that we have a mission statement but lack a strategic plan. The subject was introduced several times over the past years and in earnest last year. Unfortunately, the project was laid aside due to a member leaving. But we clearly need a strategic plan based on, at least, the results of our community survey and listing a) whom do we wish to fund, b) who and what do we want to bring to Medway, c) what kind of projects do we wish to support and d) what physical facilities are needed to best support those activities. Funds are available outside the usual LCC annual grants to support festivals,

building, etc. We need to be able to apply for and make use of those funds. Anyone interested in forming a small committee (*i.e.*, 3-person) should contact the co-chairs.

In addition, we need to be cognizant of our council membership: a) we need to replace the two members who have left; b) consider who will have to be replaced over the next two years as their two 3-year terms expire; c) provide members with opportunities to collaborate and learn from each other; and d) take on individual or joint roles and/or assume leadership roles. A new effort to recruit two members should begin now and should contact us at [Medwayculturalcouncil@gmail.com](mailto:Medwayculturalcouncil@gmail.com). Jordan and Gail will take it from there. Those interested in assuming a role or leading a committee effort should contact the co-chairs. Crystal indicated that she heard of an interest from a Utility Box applicant and will direct interest to the co-chairs.

9. **Artist Spotlight:** Valerie Shinas indicated that she reorganized the Artist Spotlight website and needs a list of '23 award recipients to post on a CANVA and would like to hear about individuals Council members would like to see on the web page. It was suggested that it need not be professionals. Erin McCarthy was suggested. Finalists from the Utility Box competition could be featured. Crystal Buckley was also suggested as a subject for the Artist Spotlight as she could tie in art education and her work. Valerie will be in contact with Barry at Medway Cable. Jordan asked if there were musicians in town who could be subjects? Gail will contact Paul Serafin as there are orchestra members in Medway.
10. **Dedication Ceremony for Canman Mural:** No progress yet from Select Board to schedule a dedication. Will keep in touch with Glenn Trindade.
11. **Budget and Priorities for Donation to MedCC:** Postponed; to be brought up January 17
12. **Coffee House:** Postponed; to be brought up January 17
13. **Other Business:** Gail H. brought up the content of an article posted by the Massachusetts Cultural Council concerning one of our grantees and lack of identifying Medway Cultural Council as a consistent supporter of the relevant activities. The need for our council to emphasize to grantees the need for clear statements on grantee support from the council will be raised in the future.

**Motion to Adjourn:** Hazel made a move to adjourn; Gail seconded. Unanimous approval. Meeting adjourned at 8:20 pm

### Bronze Statue Update

Models & Pose  
Star direction  
Funding Updates

Meeting NEFA Tuesday January 17 Public Art for Spatial Justice Grant application review  
NEA Grants for Arts Projects (Council can apply for cost share/ match) Deadline July 6

We Supports the Arts

[www.medwayculturalcouncil.org](http://www.medwayculturalcouncil.org)





## Town of Medway

### Remote Participation Request

I, Stuthi Balaji (print name), hereby request to participate remotely at the meeting of the Cultural Council (Board/Committee/Commission) to be held on 1/3/2023 (date). I certify to the Chair that my absence is the result of one or more of the following factors which make my physical presence unreasonably difficult:

☐ (1) Personal Illness or Disability ☒ (2) A Family or Other Emergency  
☐ (3) Military Service ☐ (4) Geographic Distance (Employment / Board Business)

Explanation: I recently had a baby and she is not yet vaccinated, so I am not attending  
in-person gatherings yet.

During the meeting, I will be at the following location:

2 Rosewood Drive, Medway, MA 02053  
Address

814-409-8406  
Phone Number

[Signature]  
Signature of Member

1/2/2023  
Date

Please sign and return to Chair

Request received by JORDAN E. WARNICK 1/2/23  
Co-Chair (please print) Date

Method of Participation Zoom (e.g. speakerphone)

Request Approved ☒ Request Denied\* ☐

[Signature] 1/2/23  
Signature of Chair Date

Signed form to be appended to the meeting minutes.



## Town of Medway

### Remote Participation Request

I, Crystal Buckley (print name), hereby request to participate remotely at the meeting of the Cultural Council (Board/Committee/Commission) to be held on January 3, 2023 (date). I certify to the Chair that my absence is the result of one or more of the following factors which make my physical presence unreasonably difficult:

- ☒ (1) Personal Illness or Disability      ☐ (2) A Family or Other Emergency  
☐ (3) Military Service      ☐ (4) Geographic Distance (Employment / Board Business)

Explanation: Exposure to multiple viruses.

During the meeting, I will be at the following location:

48 Highland St. Medway, MA 508-613-6431  
Address Phone Number

Crystal Buckley January 1, 2023  
Signature of Member Date

Please sign and return to Chair

Request received by JORDAN E. WARWICK 1/2/23  
Chair (please print) Date

Method of Participation Zoom (e.g. speakerphone)

Request Approved ☒ Request Denied\* ☐

Jordan E. Warwick 1/2/23  
Signature of Chair Date

Signed form to be appended to the meeting minutes.

\*All Denied Requests are Final and Not Appealable.



## Town of Medway Remote Participation Request

I, Philip Giangarra (print name), hereby request to participate remotely at the meeting of the Medway Community Council (Board/Committee/Commission) to be held on Jan 3, 2023 (date). I certify to the Chair that my absence is the result of one or more of the following factors which make my physical presence unreasonably difficult:

☒ (1) Personal Illness or Disability      ☐ (2) A Family or Other Emergency  
☐ (3) Military Service      ☐ (4) Geographic Distance (Employment / Board Business)

Explanation: I had Covid, and am recovering. My wife also had Covid, and is still testing positive.

During the meeting, I will be at the following location:

24 Green Valley Rd, Medway  
Address

508-846-6530  
Phone Number

Philip Giangarra  
Signature of Member

Jan 2, 2022  
Date

Please sign and return to Chair

Request received by JORDAN E. WARWICK  
Chair (please print)

1/3/23  
Date

Method of Participation Zoom (e.g. speakerphone)

Request Approved ☒ Request Denied\* ☐

Jordan E. Warwick  
Signature of Chair

1/3/23  
Date

Signed form to be appended to the meeting minutes.  
\*All Denied Requests are Final and Not Appealable.



## Town of Medway

### Remote Participation Request

I, Valerie Shinas (print name), hereby request to participate remotely at the meeting of the Medway Cultural Council (Board/Committee/Commission) to be held on 1/3/23 (date). I certify to the Chair that my absence is the result of one or more of the following factors which make my physical presence unreasonably difficult:

- ☒ (1) Personal Illness or Disability ☐ (2) A Family or Other Emergency  
☐ (3) Military Service ☐ (4) Geographic Distance (Employment / Board Business)

Explanation: Getting over a stomach virus

During the meeting, I will be at the following location:

14 Winthrop St. Medway  
Address

302-943-9319  
Phone Number

Valerie Shinas  
Signature of Member

1/2/23  
Date

Please sign and return to Chair

Request received by Jordan C. Warnick 1/2/23  
CoChair (please print) Date

Method of Participation Zoom (e.g. speakerphone)

Request Approved ☒ Request Denied\* ☐

Jordan C. Warnick  
Signature of Chair

1/2/23  
Date

Signed form to be appended to the meeting minutes.

\*All Denied Requests are Final and Not Appealable.