



TOWN OF MEDWAY
COMMONWEALTH OF MASSACHUSETTS
Medway Town Hall
155 Village Street – Medway, MA 02053



Medway Cultural Council
medwayculturalcouncil@gmail.com

MINUTES

Tuesday, February 6, 2024 @ 7:00 pm
Medway Public Library, Cole Room

Members Attended: Becky Atwood, Stuthi Balaji, Cyndy Ellis, Phil Giangarra, Judith Moffatt, Amna Saeed-Kothe, Valerie Shinas (via Zoom), Jordan Warnick

Members Absent: Angelica Crosby, Jyoti Ranjan, Hazel Warnick

Community Members Present: Gail Hachenberg, Karyl Wong, Matt LeBlanc, Matt Russo, Palak Yadev via Zoom, Sibbi Maruthu, Thiru Munisamy

Recording Secretary: Marianne Boynton

Mr. Warnick called the meeting to order at 7:05 pm. The meeting was in person with 8 members (7 in person and 1 via Zoom).

1. Approval of Minutes from January 2, 2024

Ms. Moffatt made a motion to approve the meeting minutes from January 2, 2024, with spelling corrections. Mr. Giangarra seconded the motion. Approved, vote 8-0.

2. Officer's Reports

a. Treasurer's Report - Hazel Warnick

Ms. Warnick could not attend. Ms. Balaji asked whether the festival funds that are remaining after the Diwali festival can be used for the High Tea fundraiser. Mr. Warnick confirmed that they can be used.

Ms. Balaji made a motion to approve the Treasurer's report and Ms. Ellis seconded the motion. Approved, vote 8-0.

b. Chair's Report - Jordan Warnick

i. **Student Member** – Palak Yadev is a junior at Mass Academy in Worcester. Her meeting before the Select Board on 2/17 was rescheduled for March 4. Ms. Yadev provided all the needed documents. Mr. Warnick will go with her to the Select Board meeting in March. Ms. Ranjan will attend too.

ii. **Potential New Members** - Sibbi Maruthu; Thiru Munisamy
Medway CC Committee members have received letters and resumes for these two potential new members who are in attendance. They will attend the next two meetings and decide

whether they want to move forward with going before the Select Board to officially join Medway CC.

- iii. **Utility Boxes** – The electrical boxes have not been sealed; DPW is waiting for the weather to improve. Mr. Warnick received a phone call from the Ethics Commission, which is investigating the Medway CC, the member in charge of the selection process and the choice of artists for the electrical boxes. Mr. Warnick explained the submission and selection procedure to the investigator, reiterated it to the Council, and the fact that the artists were not identified in the submissions and that Ms. Buckley did not vote. The issue is that Ms. Buckley was selected as an artist. Ms. Saeed-Kothe noted that the process is outlined in the meeting minutes as well.
- iv. **Bench from Trail Club Project** – location reassignment. There is a bench that the Medway CC gave to the Trail Club, it is currently in the office of DPW because they said it cannot be used outside due to the fact that it cannot be secured to the ground. It was suggested that the bench go in front of the mural at the memorial in Choate Park, but it can't be done. Some suggested looking into other ways to fasten it, but Mr. Warnick indicated that it did not seem that DPW wants to do that. Mr. Giangarra will go re-look at the bench. Ms. Hachenburg will ask the Library Trustees if they are interested in having the bench at the library. Mr. Warnick asked for suggestions for who else it could be donated to.
- v. **Medway Porchfest** – Festival grant proposal: Matt LeBlanc and Matt Russo are in a band that played at Belmont Porchfest and previously expressed interest in holding a similar event in Medway. Mr. LeBlanc suggests having the event the same date as the town yard sale, September 28. They have a Facebook page and website and have received interest from a dozen people interested in being 'porches' and about a dozen bands. He contacted local music shops to ask about performers. The Medway Community Church's music director is interested in performing. Medway Community Farm is interested and a food truck reached out too. Mr. LeBlanc suggested maybe using Medway Community Farm for a large venue. Mr. LeBlanc has spent about \$140 already and asked about using grant money.

Ms. Balaji has the MaCC Festival Grants application dates on her calendar to apply for festival grant money in March and will help Mr. LeBlanc. She let him know he will need to put a budget together; he will ask the coordinators from similar events in other towns.

Mr. LeBlanc may need to coordinate audio systems if some acts don't have their own. Mr. LeBlanc suggested that there may be a need for some portable toilets (Porta Potty). He has someone who offered to help with the website and Facebook posts. The support so far has been great.

Mr. Warnick suggested they contact Medway Friends of the Performing Arts. Mr. LeBlanc reached out to local cable and a high school student/journalist who wants to document the event. Ms. Atwood suggested contacting police department, so they have a heads up.
- vi. **Annual Report** – MCC and MedCC: Mr. Warnick had previously written and submitted an annual report to Mass Cultural council via Smart Simple pursuant to the '24 distribution of grant letters. He distributed a copy to council members. Coincidentally, the Town of Medway requested an annual report today and that report was modified to their needs and submitted today. He also went back and brought up all of the funds received for the past 25 years and it's always been the same amount from the town. He is writing to the Mass Cultural Council

to determine how they decide on the amount. He is going before the Finance Committee and will likely ask for an increase.

- vii. **Monthly Meetings** - Zoom access vs. in person schedule discussion. Some have suggested that due the varying degree of council business, that we consider changing the meeting frequency from 2 per month to 1 per month. Zoom also can be used until March 2025.

After the council discussed the pros and cons of in-person, zoom and twice monthly meetings, Ms. Saeed-Kothe made a motion to have 1 in-person meeting on the first Tuesday of the month and have the second meeting scheduled on the 3rd Tuesday to be via Zoom and decide prior to the second meeting whether we need it. Ms. Moffatt seconded the motion. Approved, vote 8-0.

- c. Secretary's Report – Amna Saeed-Kothe

Ms. Hachenburg will set up the Zoom meetings. Mr. Warnick will do the agendas. Ms Saeed-Kothe will post and distribute Agendas and Minutes

- 3. **Medway Porchfest** - Matt LeBlanc – see above

- 4. **Social and Print Media**: Artist Spotlight, Community Newsletter, Facebook, etc. Valerie Shinas, Judith Moffatt

Ms. Shinas noted that Porchfest has been added to the website. Ms. Shinas and Ms. Moffatt are working with Tina Chemini (T.C. Scoops) to get the Artist Spotlight content posted. Ms. Moffatt tried to interview Mary Weafer who has an art exhibit in the library, she preferred giving written answers to the questions. Mr. Warnick put together a press release for the LCC grants, Ms. Ellis is reviewing it, and it will be sent to Ms. Shinas and Ms. Moffatt to determine how to add to the website.

- 5. **High Tea Fund Raiser** - Stuthi Balaji

Ms. Balaji will reach out to all past grantees to see if they are willing to donate something for the silent auction. The event committee is working on getting donations of tea cups that will be given to attendees to take home. Ms. Moffatt indicated that a large number of tea cups had been donated.

- 6. **Sculpture: progress and funding** - Becky Atwood with Gail Hachenburg

The sculptor, Erin McCarthy, agreed to make a sculpture for the library. She and her team are trying to get grants for funding the projects. She is working with a retired grant writer to assist her with applying and he is volunteering his time. There are some federal grants that must be applied for by a municipal organization, so Ms. Atwood and Ms. Hachenburg will work on these submissions and the grant writer will assist. The sculpture design has been completed and it will be two children combined with a new sign for the library over the entrance on High St. The latter could qualify for a different type of grant than the sculpture itself. There is donation money that is intended to be used for the sculpture, but the town is requiring that a contract be developed for using the funds. Ms. Atwood, Ms. Warnick and Ms. Hachenburg will be working on this. The project will be broken down in multiple parts with estimates to present to the town.

- 7. **LCC Grant Updates; Festival deadlines** - Cyndy Ellis with Karyl Wong

Mr. Warnick noted that the letters declining LCC funds went out early in the process after the LCCs submit their decisions in November '23 and allowing for a reconsideration period. This was followed in January by the acceptance letters. Diane Edgecomb noted that she never got a letter stating that she was denied. She recently asked the Medway Cultural Council that her grant be reconsidered for approval.

Ms. Wong will reach out to Julie Harrington to ask/confirm whether the program Ms. Edgecomb refers to is part of their Wacky Wednesday program. Last year, Ms. Wong noted that the event was very poorly attended.

There is a process of reconsideration through Mass Cultural Council and it cannot be considered through Medway CC, an LCC. Mr. Warnick will communicate this to Ms. Edgecomb.

8. Middle School Painting - Angelica Crosby

Ms. Crosby did not attend.

9. Other Business

- a. 2nd Act Program was grateful for the funding for their substance use play and is moving forward with a performance in May with the assistance of Medway SUP, the youth drug prevention coalition program.

Ms. Saeed-Kothe asked about whether Medway CC was interested in book reading programs or whether these are usually done through the library. She knows a local author who is interested. Ms. Atwood suggested that it should go through the library. Ms. Moffatt suggested that we do a group, several authors so attract a larger audience. Ms. Wong suggested that it be hosted at the library, but a reception organized by Medway CC.

Adjourn

Ms. Sayeed made a motion to adjourn at 8:30 pm. Ms. Balaji seconded the motion. Approved, vote 8-0.

Upcoming Meeting Dates:

Feb 20, March 5 and 19, April 2 and 16, May 7 and 21, June 4 and 18