



TOWN OF MEDWAY

COMMONWEALTH OF MASSACHUSETTS

Medway Town Hall

155 Village Street – Medway, MA 02053

Medway Cultural Council

medwayculturalcouncil@gmail.com

MINUTES

Tuesday February 21, 2023 @ 7:00 pm.



Members Present: Becky Atwood, Crystal Buckley, Angelica Crosby, Phil Giangarra, Gail Hachenburg, Judith Moffatt, Hazel Warnick, Jordan Warnick

Attended via Zoom: Stuthi Balaj , Amna Saeed-Kothe, Valerie Shinas

Members Absent: Karyl Wong, Cindy Ellis

Recording Secretary: Marianne Boynton

Mrs. Hachenburg called the Meeting to order at 7:04 pm. The meeting was in-person with 3 members attending via Zoom.

1. **Approval of minutes:** Minutes from the January 17, 2023, were approved unanimously with two reconciliations; Ms. Warnick made a motion to approve and it was seconded by Ms. Moffatt.
2. **Officer's Reports:**
 - a. *Treasurer's Report* - Hazel Warnick – Ms. Warnick presented the financial report. Ms. Moffatt made a motion accept the Treasurer's report and Ms. Atwood seconded the motion. It was approved unanimously.
 - b. *Co-Chair's Reports*
 - i) Gail Hachenburg (member recruitment; sculpture update) – Mrs. Hachenburg reached out to some potential new members. Some have not gotten back to her, some live out of town, Canman did not have time in his schedule. Dr. Warnick gave information to Ms. Buckley to make a posting for newspapers, website and Facebook to look for new members.

ii) Jordan Warnick –

- a. *Upright banner* - options for graphics for a new upright banner to appear at any event the Cultural Council goes to or sponsors. There were 3 choices discussed. 7 members liked # 1, 3 liked 2 and none liked #3. Majority selected #1.
 - b. *T-shirt* - A sample t-shirt was presented. It was previously approved that they would be purchased. He asked that members to go in individually to Tri-Valley Sports and select their size.
 - c. *Tablecloth* - It was confirmed that the tablecloth is done/ordered.
 - d. *Choate Park Mural* - A discussion about the need for an acknowledgement for the Canman Mural took place. Ms. Warnick suggested that they use the artist spotlight for this using cable access and newspapers and other members agreed. Ms. Shinas will contact Barry at Cable access as well as newspapers.
 - e. *Art in The Park* – Dr. Warnick talked with Catherine Webber from Southborough to learn more about this type of project. He likes the concept but not sure if they have capacity to do something like this. Other members discussed that they would need to find an appropriate location and questioned how to get artists to do this. Ms. Atwood had concerns that they don't have the resources financially or the personnel for this new project. Mrs. Hachenburg said that current projects needed to be finished first. Mr. Warnick suggested someone start looking into it, looking at Southborough and talking to Catherine. He will invite Catherine to come to a meeting. Ms. Atwood suggested having people display at their own home *in lieu* of all in one location. Members agreed to continue to learn more about this potential project.
 - f. *Pocket inserts* - Dr. Warnick passed out pocket inserts to give out at some of the events and asked members about using the same ones or perhaps making updates. Committee agreed that there is a lot of inventory, so keep using current one.
3. **Utility Box Update** - Crystal Buckley – Ms. Buckley said that things are going well. After having to reschedule 3 times, she finally met with Dennis Crowley and Rich Eustis. They approved all designs except one which was replaced with the sunflower design. Ms. Buckley reached out to all chosen artists, and they all agreed to participate. She will meet next month to go over contracts and details. She needs to clarify the next steps with the town, *i.e.*, meeting with design committee and then Select Board. Mrs. Hachenburg suggested that she clarify in writing about the steps needed to get the final vote with Select Board. Ms. Buckley mentioned that she tried to make an arrangement with Rocky's hardware to set up accounts for artists to get supplies before funded, but they were unable to do that as the home office won't allow it. She will be asking artist

about supplies that they will need. Other members suggested to pre-pay to Rocky's or giving the artists an initial stipend. Ms. Warnick will look into timing of requests and payments.

4. **LCC Grant : Logistics** – No report as Karyl Wong did not attend
5. **LCC Grant : PR & Related Social Media** – Angelica Crosby and Jordan Warnick: a press release was sent to the Medway Millis paper about the LCC Grants and asked that it go up on the websites. Ms. Crosby suggested that we promote events earlier; she is posting on the Facebook group with upcoming events and suggested that when applying for a grant, dates must be given so that events can be promoted well in advance.
6. **Medway Trail Club** (art along the trails) – Becky Atwood: tried to get in touch with the head of Trail Club (Joanne). Since Joanne wasn't available, Becky spoke with Denise Lagee about the project and suggested that a small nature-related sculpture such as turtles and/or frogs be installed on the trail Denise will discuss this with the Trail Club and will get back to Becky.
7. **Artist Spotlight** - Valerie Shinas: Last year Ms. Shinas paid and got reimbursed for using Square Space to promote on social media at a cost of around \$250. Ms. Shinas made a motion to spend up to \$300 to continue Square Space and Ms. Warnick seconded the motion. This was approved by a unanimous vote.
8. **Coffee House** - Angelica Crosby: Ms. Crosby is suggesting a paint night. She feels that it would be a longer process to put together a coffee house. She is looking into May 12 and using space at the library. She mentioned the idea of using clean pizza boxes as easels, which would be cost effective. She is working with Margaret Perkins to approve dates and room (Ms. Perkins is concerned about paint on carpeted space in the Cole Room). The ballpark budget is less than \$200. Jordan Warnick made a motion to approve a paint night for up to \$200 and Mr. Giangarra seconded the motion. This was approved in a unanimous vote. Committee discussed if it should be for adults and/or children. Ms. Crosby will proceed with looking at options and details.
9. **Other Business**
Ms. Hachenburg's term is up in June, as are Karyl Wong's and Stuthi Balaji's. As this will be 6 total years for Ms. Hachenburg, she cannot be a voting member per LCC guidelines but can be a volunteer. The group discussed the importance of putting people in place when these terms come up.

Ms. Moffatt gave a quick update on the Pixie event on July 29. She will be looking for volunteers for the event and suggested seeing she can hire students to help with parking. This year the craft project will take less time so that more families can participate. She is going to the Parks Department meeting on 2/22.

Adjourn - Ms. Crosby made a motion to adjourn at 8:21 and Ms. Warnick seconded the motion.



***All Denied Requests are Final and Not Appealable.**



Town of Medway

Remote Participation Request

I, Valene Shinas (print name), hereby request to participate remotely at the meeting of the Medway Cultural Council (Board/Committee/Commission) to be held on 2/21/23 (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: flu-like illness

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

14 Winthrop St
Address

302-943-9379
Phone Number

Valene Shinas
Signature of Member

2/21/23
Date

Please sign and return to Chair

Request received by _____
Chair (please print) Date

Method of Participation _____ (e.g. speakerphone)

Request Approved _____ Request Denied* _____

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, Amna Saeed-Kothe (print name), hereby request to participate remotely at the meeting of the Medway Cultural Council (Board/Committee/Commission) to be held on February 21, 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 X (2) A Family or Other Emergency

_____ (3) Military Service _____ (4) Geographic Distance (Employment / Board Business)

Explanation: Child care responsibility

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

136 Main Street, Medway, MA 02053

Address

617-794-5941

Phone Number

Amna Saeed-Kothe
Signature of Member

Date _____

Please sign and return to Chair

Request received by _____
Chair (please print) _____ Date _____

Method of Participation (e.g. speakerphone)

Request Approved

Signature of Chair

Date _____

Signed form to be appended to the meeting minutes.

***All Denied Requests are Final and Not Appealable.**