



# TOWN OF MEDWAY

## COMMONWEALTH OF MASSACHUSETTS

Medway Town Hall

155 Village Street – Medway, MA 02053

## Medway Cultural Council

medwayculturalcouncil@gmail.com



### MINUTES

Tuesday March 7 @ 7:00 pm.

**Members Present:** Becky Atwood, Cindy Ellis, Phil Giangarra, Gail Hachenburg, Judith Moffatt, Amna Saeed-Kothe, Hazel Warnick, Jordan Warnick,

**Attended via Zoom:** Stuthi Balaji, Crystal Buckley Karyl Wong

**Members Absent:** Angelica Crosby, Valerie Shinas

**Community Members Present:** Jyoti Ranjan

**Recording Secretary:** Marianne Boynton

Mrs. Hachenburg called the Meeting to order at 7:07 pm. The meeting was in-person with 3 members attending via Zoom.

#### 1. Approval of minutes:

Mrs. Warnick made a motion to approve minutes from the February 21 meeting and it was seconded by Mr. Giangarra and vote was approved unanimously.

2. **Art on the Trails'- Guest speaker: Catherine Weber** – Ms. Weber oversees the Southborough Art on the Trails program. Mr. Warnick reached out to Ms. Weber online when he heard about the program and invited her to present to the MCC. Ms. Weber gave an overview of the program. She stressed that the success of this type of program depends on the property. The Southborough program is located at Elaine and Philip Beals Nature Preserve. This is private property, which she said is beneficial since the rules are very different than using public property. The program is juried and is funded with Southborough Cultural Council money as well as the Southborough Community Fund. They hire a juror to review to accept 15 pieces, the show runs from June to September. It is not permanent because they are not able to buy the art and want new pieces each year. Their costs include paying the juror, \$100 stipend for each artist, installation manager, professional photographer, marketing intern and a tool called Submittable

to upload submissions (blind). Each artist must install their own art and they agree to make a video about their piece. They are also requested to be there on closing day to remove their art. They have signs made that are installed on the trail with QR code link to video. In addition, they have a poetry program, poets write poems about a piece of art. They have these professionally designed and it's published, copies given to artist and poets and there is an event for the public where the tour the art and listen to the poets recite their poems. The Open Land Foundation oversees the property, and they feel this program brings visitors and potential new members. They estimate that about 1,000 see the art each year. This is the 7<sup>th</sup> year of the program. Ms. Weber explained that there are tasks that need to be done every month throughout the year, i.e. call for art, grant writing, marketing, press releases. Southborough Community Fund provides \$6,500, program costs approximately \$7,000, including printing the books. Call for Art – they advertised on Art MA and Art Scope (has eblast \$125) initially, but feel Instagram and Face Book are more effective. The juror makes a difference too, if they are known then more artists will want to submit. The juror should be someone with experience with public art and someone who is reliable and professional. An MCC member asked how they assure there is no vandalism. Ms. Weber said that they cannot guarantee that, but the Open Land Foundation asked artists to sign a contract that the foundation is not responsible for damage and artists agree to come fix it if necessary. Artists are told that their work shouldn't have parts that can be carried away. The pieces are for sale and some have been sold; Open Land Foundation receives 25% of sale. Contracts are needed for jurors, artists and poets too.

Ms. Atwood suggested that there could be other options for programs, such as community members displaying art in their yards. Ms. Moffatt mentioned an artist who adds bronze pieces to trees/rocks along a trail that are permanent. She plans to go see them this spring.

Ms. Warnick stated that the MCC has a lot on their plate for this year. She suggested that this year should be a fact-finding period for this program and they can consider for 2024. Mrs. Hachenburg agreed.

### **3. Officer's Reports:**

a. Treasurer's Report - Hazel Warnick – Ms. Warnick stated that there is nothing new to report this time. She did mention that the council only has 3 months to use rest of funds from the town, June 30.

Mrs. Hachenburg mentioned that she spoke with Will's hardware store in Medfield that would be willing to have the artists for the electric boxes buy their supplies and the store would send an invoice to the Town of Medway. MCC wanted to set up an account in a local hardware store for artists to get their materials and not have to pay with their own funds up front. Store in Medfield was willing to give a discount too. Ms. Warnick will discuss with the town to be sure they would allow it. Ms. Buckley will check again with Rocky's Hardware in Medway to see if they would allow this arrangement. If not, artists would buy their supplies and submit to be reimbursed.

b. Co-Chair's Reports

i) *Gail Hachenburg* (member recruitment; sculpture update) – A question came up about whether or not someone has to be from the town to be on the council. Mrs. Hachenburg will look into this.

ii) Jordan Warnick – The tablecloth is here and was displayed at the meeting. Mr. Warnick passed around the final design from Ad Print for the upright banner. It will be approximately 84 inches high and 30 inches wide. Ms. Saeed-Kothe asked if they should add that the council also supports humanities and other causes. The group agreed that this information is included in other places, and it was ok not to be on the banner. The group decided to reduce the size of the logo at the bottom of the banner. He has an invoice for \$190 for the banner. Mrs. Hachenburg made a motion to approve purchasing the banner and Ms. Moffatt seconded the motion. The vote was unanimous.

T-Shirts – Mr. Warnick asked the council members to take the time to go to Tri-Valley Sports and see Jacob and he will size people for the t-shirt. Once everyone goes in, Mr. Warnick will order the shirts.

Ms. Shinas is going to speak with Barry at Medway Cable about promoting the artist spotlight. Sheldon Strasnick from Muffin House will be a part of the Artist Spotlight series.

**4. Utility Box Update** - Crystal Buckley – Ms. Buckley was supposed to present to Select Board on 3/6, but it wasn't on the agenda; it has to wait until the next meeting on March 20. She confirmed with the town that she is on the next agenda. Also confirmed that Gail Hachenburg and Jordan Warnick will be present.

**5. LCC Grant** : Logistics – Karyl Wong – Ms. Wong reached out to all groups approved for grants asking for dates.

- *Clafin Hill Orchestra* was in Milford last weekend and Steven Lewis Woman's Day poster exhibit is at the Medway Library currently has an art installation.
- *Sense & Sound Robotics* hasn't responded back. If any press releases, Mr. Warnick needs to know.

Ms. Moffatt asked about the magician for Pixie festival and Ms. Wong confirmed the date and will reach out to him again. The magician was asked to apply for a grant. He previously asked for \$350 which was not approved; however, he didn't have a date or venue. Ms. Hachenburg questioned whether the members of CC would grant him the total amount of \$350.00 for the Pixie Festival, but the Council will wait and see what he submits. Ms. Hachenburg reminded the Council members that all future grant submissions must have a date and venue.

**Artist Spotlight** - Valerie Shinas - absent

**6. Membership Status** – Gail Hachenburg, Jordan Warnick

A new prospective member, Jyoti Ranjan, attended the meeting. She is interested in MCC because she has an interest in festivals and arts. She participated in the Diwali celebration. She mentioned that her daughter is a good artist and she wants to be aware of opportunities to show her art. STEM and Imagination Destination are programs she's seen in other towns, and would love to bring here.

Mrs. Hachenburg made a motion to have Ms. Ranjan become a member of the MCC and Ms. Warnick seconded the motion. The vote was unanimous.

**7. Survey** – Cyndy Ellis, Gail Hachenburg

Ms. Ellis said that the survey was ready to go but would like to have input from the Council members. Ms. Atwood suggested that the questions be re-sent to council to review and see if any changes to questions are needed. The survey will be for next year.

**8. Paint Night Update** – Angelica Crosby – absent

**9. Tablecloth, design of CC Signage**- Jordan Warnick – Included in Officers' Report

**Other Business**

*Pixie questions.* Ms. Moffatt has a question about the Pixie festival. She has an opportunity to make money from selling water, popcorn & cotton candy and wanted to ask MCC whether they thought that they should collect money or ask for donations to buy popcorn, water & cotton candy. The members agreed that they should ask for donations of \$1 for water, popcorn and cotton candy. Face painting person asked what she needed to pay for the space. Ms. Warnick suggested asking if the vendor can make a donation to MCC. Ms. Moffatt mentioned that they will benefit from the fact that they are just 2 weeks after Medway Celebration Day because the baseball field will be sectioned off for parking. She will ask high school students to volunteer to help with parking.

*Clarify availability of grants and all funding available for next year.* Ms. Ellis asked about the availability of grants from the state vs. the MCC. She is part of the Pride Flag committee looking for a small band to play during flag event. She will apply for a grant.

Adjourn - Ms. Wong made a motion to adjourn at 8:37 and Mrs. Hachenburg seconded the motion.



# Town of Medway

## Remote Participation Request

I, Stuthi Balaji (print name), hereby request to participate remotely at the meeting of the Medway Cultural Council (Board/Committee/Commission) to be held on March 7, 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   Y   (2) A Family or Other Emergency  
       (3) Military Service        (4) Geographic Distance (Employment / Board Business)

Explanation: I have an infant.

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

2 Rosewood Drive, Medway, MA 02053

Address

8144098406

Phone Number

[Signature]

Signature of Member

3/7/23

Date

**Please sign and return to Chair**

Request received by

JORDAN WARNICK  
Chair (please print)

3/7/23  
Date

Method of Participation

Zoom

(e.g. speakerphone)

Request Approved yes

Request Denied\*       

[Signature]  
Signature of Chair

3/7/23  
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, Karyl Wong (print name), hereby request to participate remotely at the meeting of the Medway Cultural Council (Board/Committee/Commission) to be held on March 7, 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:**

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

34 Waterview Dr Medway Address

Karyl Wong Signature of Member

508 333 5350 Phone Number

March 1 2023 Date

**Please sign and return to Chair**

Request received by J. Warner Moore 123 Chair  
(please print) Date

Method of Participation zoom (e.g.

speakerphone) Request Approved ☒ Request Denied\*

Signature of Chair \_\_\_\_\_ Date 3/1/23

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



# 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 3-7-23 (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: Exposure to covid-19

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

48 Highland St  
Address

508-613-6431  
Phone Number

Crystal Buckley  
Signature of Member

3-7-23  
Date

**Please sign and return to Chair**

Request received by Jordan E Wardick  
Chair (please print)

3-7-23  
Date

Method of Participation Zoom (e.g. speakerphone)

Request Approved ☒ Request Denied\* ☐

Jordan E Wardick  
Signature of Chair

3-7-23  
Date

**Signed form to be appended to the meeting minutes.**

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