



# TOWN OF MEDWAY

## COMMONWEALTH OF MASSACHUSETTS

Medway Town Hall

155 Village Street – Medway, MA 02053

## Medway Cultural Council

medwayculturalcouncil@gmail.com



### MINUTES

Tuesday, May 16, 2023 @ 7:00 pm. Via Zoom

**Attended via Zoom:** Becky Atwood Stuthi Balaji, Phil Giangarra, Gail Hachenburg, Judith Moffatt, Amna Saeed-Kothe, Valerie Shinas, Hazel Warnick, Jordan Warnick, Karyl Wong

**Absent:** Angelica Crosby, Cindy Ellis, Jyoti Ranjan,

**Community Members Present:** None

**Recording Secretary:** Marianne Boynton

Mr. Warnick called the Meeting to order at 7:04 pm. The meeting was via zoom with 10 members attending.

#### I. Approval of Minutes from May 2, 2023

Ms. Buckley made a motion to approve the meeting minutes from 5/2/24 without edits. Mr. Giangarra seconded the motion. Vote was approved, 9-0 with Ms. Atwood abstaining.

#### II. Officer's Reports - Treasurer's Report - Hazel Warnick

Ms. Warnick confirmed that we have received the money from the state (\$7,623.37), there are some funds pending against it (Claflin Hill, Erin McCarthy and She Grooves), balance is \$7,123.37. There are some funds rolled over from last year. Donations didn't change.

Ms. Hachenburg noted the council will have to decide how to use the town funds by the end of June as they cannot be rolled over. There are a few items pending (Ad Print and Ms. MacDonald, an electrical box artist). Ms. Warnick is trying to get artists to submit for reimbursement for electrical boxes by June 1 and that would use up most of it. As a back-up, Mr. Warnick suggested to ask Erin McCarthy to submit an invoice for her library sculpture work.

Ms. Moffatt made a motion to accept the Treasurer's report. Mr. Giangarra seconded the motion. Vote was approved, unanimously.

### **Co-Chair's Reports, Gail Hachenburg:**

Ms. Hachenburg confirmed that the next step with the library sculpture project is for the committee to meet with the Town's Design Review Committee and once they approve the design, the committee will present to the Select Board.

Jordan Warnick – Mr. Warnick heard from Allison Potter in the Town office that the status of the current council appointments will not be taken up until the next Select Board Meeting in June. The Cultural Council did not end up having a table at the town meeting. Mr. Warnick and Ms. Warnick were both sick and bookmarks were not done, perhaps will try at the future meeting. There were only 240 at the Town Meeting so not sure if would have been effective.

Mr. Warnick asked Ms. Atwood about the *Art on the Trail Project*. She (Becky Atwood) met with an artist from Southboro and discussed her ideas. The artist suggested not using stone due to cost and an inability to add detail. She suggested bronze. Ms. Atwood's main concern is that someone could steal the art. Ms. Moffatt suggested that there are a few places that use bronze, one in Stowe, that they could go and look at. They should consider Erin McCarthy if she's available and willing.

### **III. Utility Box Progress -Crystal Buckley**

One artist submitted an invoice so far. Others are planning to start in June and she will ask them to submit the paperwork and invoice. Ms. Hachenburg suggested using a deadline of June 1 for the artists to submit their preliminary invoice. Ms. Buckley is only artist who started and should finish next week.

One artist has pulled out because she is leaving the country. The box assigned to that artist is between the Senior Center and Oakland Park, so the committee needs to decide how to handle it. There is one artist remaining who was already selected as an alternate. The design is a celestial theme, with galaxy and purple notes. Ms. Hachenburg noted that they need to follow the procedure put in place that was previously approved. It could be a possibility to switch location with one of the other artists. Mr. Warnick shared the picture and members thought it was ok. Ms. Buckley mentioned that this particular box does not have 4 smooth sides, it's an odd shape on one side and she will share the shape with the potential artist. Ms. Saeed-Kothe asked if we should pick another alternate in the event this artist is not interested. It will be discussed at the next meeting if the alternate does not accept.

### **IV. Artist Spotlight - Valerie Shinas, Judith Moffatt**

Ms. Moffatt is looking to do the Artist Spotlight on a YouTube channel. She is in touch with Richard Boucher, IT for town and he is supposed to get back to them shortly.

- The next is musician for the Pixie Festival; he is from Medway. Judith is working with Barry Schneier at Medway Cable to get it going.
- Tina from TC Scoops was disappointed that her piece did not get accepted previously, but it was because she moved from Medway and we were waiting for her anniversary date. The Council agreed that she would be the next artist spotlighted after the Pixie Festival.
- Ms. Moffat has not connected with Sheldon (Resnick) at the Muffin House; will wait until after the other two.
- Website update – Ms. Shinas and Ms. Moffatt will meet to discuss and update everything. Barry's new spotlight is on there, but it can't be found in a search. Only 4.5 minutes of the 6-minute video of Claflin Hill is playing. Ms. Shinas said they are working with Barry to compress the video a bit.

There is a space on the website for new artist spotlights and there is a dedicated area for the old ones.

V. **Mother's Day Event – Coffee House** (Crystal Buckley, Angelica Crosby)

Mother's Day event was cancelled due to lack of interest. Ms. Crosby did not attend, so Coffee House was not discussed.

VI. **High Tea Event Committee** - Stuthi Balaji

The committee met last week and discussed gala vs. high tea, leaning towards the tea. They are exploring venues. Ms. Hachenburg suggested the Willows and they will make appointment to check it out.

The committee is looking to get venue for free, so that the only cost is catering. Most of costs are in catering and quotes are \$22-24 per head. They are trying to keep tickets affordable. Ms. Balaji will re-work the budget after meeting with the Willows. Mr. Warnick asked about whether there would be auction items, the committee responded that they felt they should keep it simple for the first time.

They were thinking possibly a raffle. Ms. Saeed-Kothe agreed that the raffle would be a good option. In the past when using the Willows, they have requested that their residents attend for free. Will need to consider perhaps offering a limited number of discounted tickets for their residents. Ms. Saeed-Kothe offered other suggested venues, Tangerini's or Thayer house or possibly function rooms at a church.

VII. **Update on LCC Grants** - Karyl Wong

- June – Medway Historical Society's '*Civil War Letters of George and Emily Ward*' was changed from Library to Thayer house, June 13, 6:00-8:00 pm

- July – *Southeastern Massachusetts Community Band* at the Senior Center July 19
- July - *Pixie Festival* at Choate Park on July 29
- No Date - *BaNannies Live!* – Ms. Wong is waiting to contact them in June to say that summer is here and try to get a date scheduled

Ms. Wong mentioned that Stephen Lewis (Posters) looking for reimbursement, she resent the letter with forms to complete.

#### VIII. **Pixie Festival Discussion** - Judith Moffatt

- Ms. Moffatt went to the Fairy Walk in Medfield and she said they have a great sign about video and photography, *i.e.*, if you enter and being on premises you are giving permission to photograph or video tape for promotional purposes. The organizer from Medfield said they did not have any objections. Mr. Warnick submitted similar wording for a sign to the Town Council for approval. If approved, Ms. Moffatt can make the sign or Cultural Council can make a sign and it can be used for future events. Ms. Balaji feels that a release should not be necessary because it's public space.
- Ms. Moffatt noted that there is going to be a Pixie Parade that Barry (Medway Cable) is going to video tape. Ms. Moffatt had a few more things to put on Facebook for advertising. She confirmed that she can send to Ms. Buckley.
- Mr. Warnick mentioned that anything to be in print media has to be ready for June 15.
- They will need supplies for popcorn. She is going to ask John Foresto to use the machine stored at Thayer. Last year they gave the Pixie Festival their leftover oil and popcorn, but she doesn't think she can count on that. Ms. Moffatt will get a quote and contact John, and Mr. Giangarra will get some quotes also to compare. We need to determine quantity to order since they are expecting more attendance this year.
- Festival grant from Mass Cultural Council - Ms. Moffatt asked for a link for the information needed to be filled out. Mr. Warnick will send her a link. The grant can wither be for July 1, 2023 or can be delayed for the following July. Will need to have other volunteers involved.
- Ms. Moffatt did get the hot dog wagon and TC Scoops in addition to popcorn.

#### IX. **Other Business**

- Ground Sign - Mr. Warnick sent a sample of the sign with a QR code and the council discussed whether it should connect to website or Facebook. Ms.

Moffatt suggests the website since they get everything vs. a single event. Ms. Balaji suggests Facebook because it's a good way to stay involved and follow. Ms. Buckley suggests website also. Sign will need to show the Mass Cultural Council as well as Medway Cultural Council logo.

- Mr. Warnick mentioned another possible festival grant application to submit jointly with the Parks & Recreation Department for Mental Health Month. Ms. Hachenburg will contact Julie Harrington and ask her about timing and grant.

**X. Discussion of Officers for 2023-2024 - Jordan Warnick, Gail Hachenburg**

Mr. Warnick said that there are two Select Board meetings coming up in June and we will know results of Select Board election by then. We will then be able to clarify who our officers will be next year. The Council will need to determine whether there will be one Chair or 2 co-Chairs, a Treasurer and a Corresponding Secretary. Mr. Warnick will need to know who plans to put their name in for a position before the next meeting.

**XI. Science and MCC - Jyoti Ranjan, Jordan Warnick**

Ms. Ranjan did not attend, so this was not discussed.

**XII. Survey - Cyndy Elli**

Ms. Ellis did not attend, so this was not discussed.

**XIII. Event Lawn Signs - Jordan Warnick, Judith Moffatt**

- This was discussed along with Pixie Festival. Mr. Warnick will edit the current design and wording to present at the next MCC meeting.

**Adjourn**

Ms. Moffatt made motion to adjourn at 8:32. Ms. Atwood seconded the motion. Approved in a unanimous vote.

**Next meeting dates:**

June 6 and June 18 (Cole Room, Medway Library)