



TOWN OF MEDWAY

COMMONWEALTH OF MASSACHUSETTS

Medway Town Hall

155 Village Street – Medway, MA 02053



Medway Cultural Council

medwayculturalcouncil@gmail.com

MINUTES

Tuesday, August 15, 2023 @ 7:00 pm

Medway Library, Cole Room

Members Attended: Hazel Warnick, Jordan Warnick, Crystal Buckley, Judith Moffatt, Becky Atwood, Phil Giangarra, Stuthi Balaji, Karyl Wong, Gail Hachenburg, Cyndy Ellis, Amna Saeed-Kothe, Angelica Crosby, Jyoti Ranjan

Members Attended via Zoom: none

Members Absent: Valerie Shinas

Community Members Present: none

Recording Secretary: Marianne Boynton

Mr. Warnick called the Meeting to order at 7:04 pm. The meeting was in person with 13 members attending in-person.

1. Approval of Minutes from July 18, 2023

Mr. Giangarra made a motion to approve the meeting minutes from 7/18/24 with edits. Ms. Balaji seconded the motion. Vote was approved unanimously.

2. Officer's Reports -

Treasurer's Report - Hazel Warnick - Ms. Warnick presented the Treasurer's Report. Only one artist has not yet submitted a final invoice for the utility box project.

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

Co-Chair's Reports - Crystal Buckley, Jordan Warnick (incl future funding)

Mr. Warnick mentioned that he had asked Liz Langly to update the MedCC listing on the town website page (correct names and positions and remove the email address). He also tried to update the information for MaCC on the Mass Cultural Council website. They are having difficulty making the updates.

One ongoing activity that Mr. Warnick is working on is future funding. He circulated a report with the past 20 years' grants and town money amounts and what the funds were used for. He is looking to use this to determine whether MedCC could ask for increased town funding.

3. MaCC/LCC Grants Update -Upcoming deadlines for 2024 and 2023–Update (include SE Community Band, Pixie Festival and upcoming events).

Mr. Warnick is looking for a committee member (voting) to work with Ms. Wong for LCC grant correspondence since she is a non-voting member. Cyndy Ellis volunteered to assist. Ms. Crosby and Ms. Buckley both suggested that we include language in the grant agreements going forward or possibly in the grant application instructions requiring the grant recipients to promote the events and give them a timeline/deadline. They suggested having the grant money be contingent on them promoting the event. Ms. Warnick suggested that we put the requirements into our guidelines. Ms. Balaji added that we should include the guidelines that the Mass Cultural council uses too. Ms. Balaji volunteered to re-write the guidelines and Ms. Warnick will review to include advertising materials, deadlines and incorporate Mass Cultural Council language. The goal is to reiterate the standards for applying for grants and increase attendance at events.

Ms. Atwood made a motion to have Ms. Balaji and Ms. Warnick revise the MCC grant guidelines, Ms. Crosby seconded the motion. Vote was approved, unanimously.

Karyl Wong updated the Council on the remaining events in '23 noting that the events for remainder of the year are:

- Aug 24, 4-7pm Pixie Fest at Medway Library
- Sept 8, BaNannies Live at Choate Park (will email for details and time)
- Sept 18, 6-7:45 Southeastern Community Band at Senior Center (will reach out to Courtney about hosting outdoors for general public)
- Hip Swayers Concert (per Angelica), Fall Festival 9/16, 12-4 at the Community Farm or November Farm to Fork event at Thayer House
- Steam-Spin Yer Art- (Jennifer Kendall) November at Medway Library
- Bronze Statue for the Town of Medway- ongoing

- Medway Library Movie licensed purchased in July

4. **Statuary (Medway Library etc.)** – Becky Atwood, Gail Hachenburg

Ms. Atwood stated that she and Ms. Hachenburg will need to meet with town Design Review Board. They had an incorrect email which has been updated, so will set up the meeting. After that, they will meet with the artist, Erin McCarthy.

5. **Art in the Park (w/ P&R)** – Crystal Buckley

Ms. Buckley noted that the event is scheduled. Ms. Buckley started promoting it for Sunday, Sept 17, from 11:00-4:00. It will be held at Choate Park. Ms. Atwood suggested having cases of water. Ms. Wong suggested having a kids table with some art supplies. Members discussed the location, will guide artists toward the area used last year. Ms. Buckley asked about having an MedCC table during the event. Mr. Warnick said that it will depend on expected attendance, maybe have a table by the Canman mural.

6. **Utility Box Summary/ Art-Poetry Book/Poster/Calendar program** - Crystal Buckley, Jordan Warnick with Valerie Shinas

The utility boxes are just about done, one artist is going to add a few last details. There was a suggestion to have a call for poetry about the electrical boxes and create a book with photographs to sell as a coffee table book. It could also include other art around town (*i.e.* mural, photo contest, Pixie art *etc*). Ms. Ranjan offered to help coordinate. Ms. Moffatt suggested putting together a binder with photos of MedCC sponsored events and art to have at the MedCC table at events.

Mr. Warnick mentioned the poster project and was thinking that it will focus on the electrical boxes. He is planning to go to the Medway Business Council to try and get a sponsor. Members discussed that calendars are not a big seller and suggested post cards or note cards.

7. **Social Media Update** (Website, FB, artist spotlight - Crystal Buckley, Angelica Crosby, and Valerie Shinas

Ms. Buckley said they are posting the events. She asked about Artist Spotlight and reaching out to the Utility Box artists. Ms. Buckley asked Ms. Moffatt about providing a script of the interview questions to show artists as some may not be comfortable responding verbally and it could be more efficient and more timely.

8. **High Tea Fundraiser** (Silent Auction, Donated/Reduced Price items, Art/Poetry booklet, Medway poster) – Stuthi Balaji et. al

Ms. Balaji re-looked at Thayer House and feels that it might work after all. They are thinking that Mother's Day weekend could be a good weekend, members suggested Saturday afternoon, May 11.

Ms. Balaji is suggesting adult tickets \$90, children's \$45, hoping for 100 people (\$50 adult/\$50 child). They are planning to use Vintage Tea in Belmont for catering and projecting a profit of about \$3,000.

9. **Annual Survey** – Cyndy Ellis

Ms. Ellis created a QR code with the survey. Responses will come back electronically. It was suggested that she should add instructions underneath the QR code and that the QR code could be laminated to use on the table or poster at events. Ms. Buckley will add the link to social media pages. Ms. Buckley asked that she adds "would you like to receive more information about MedCC" to get email addresses to promote future events.

10. **Recruitment of New/Student members**

Mr. Warnick asked members whether they thought we should look to add student members. No decision was made.

11. **Other Business**

Ms. Ranjan proposed ways to bring science into MedCC events. One idea was a Facebook page connecting students and parents about opportunities to help each other, to post projects or events that promote science. Another idea was a science and technology camp, other than robotics. Members suggested collaborating with Parks and Recreation. Ms. Balaji suggested that there could be a science fair, like Art in the Park. Ms. Saeed-Kothe and Mr. Warnick offered to work together with Ms. Ranjan and will start talking to some people in the schools.

Ms. Balaji suggested that the MCC start sending a community newsletter. It would be paper and good way to reach people who don't use social media. It could be published 1-2 times per year.

Adjourn

Ms. Buckley made a motion to adjourn at 8:50, Ms. Warnick seconded the motion. Approved in a unanimous vote.

Upcoming Meeting Dates:

2023 - Sept 5 and 19, Oct 3 and 17, Nov 7 and 21, Dec 5 and 19

2024 - Jan 2 and 16, Feb 6 and 20, March 5 and 19, April 2 and 16, May 7 and 21, June 4 and 18