



TOWN OF MEDWAY

COMMONWEALTH OF MASSACHUSETTS



Medway Town Hall

155 Village Street – Medway, MA 02053

Medway Cultural Council

medwayculturalcouncil@gmail.com

MINUTES

Tuesday, September 5, 2023 @ 7:00 pm

Medway Library, Cole Room

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

Members Attended via Zoom: Valerie Shinas

Members Absent: Judith Moffatt

Volunteers present: Karyl Wong,

Community Members Present: none

Recording Secretary: Marianne Boynton

Ms. Buckley called the meeting to order at 7:05 pm. The meeting was in person with 10 members attending in-person, 1 via Zoom and one volunteer.

1. Approval of Minutes from August 15, 2023

Ms. Warnick made a motion to approve the meeting minutes from 8/15/23. Ms. Saeed-Kothe seconded the motion. Approved in a unanimous vote.

2. Officer's Reports - Treasurer's Report - Hazel Warnick

Ms. Warnick presented the Treasurer's Report. She does not have the latest report from the Town but noted the payment to Tri-Valley for the t-shirts and the Historical Society as well as the expected reimbursement for the Pixie festival. She is still waiting for 1 more electrical box artist to finish. Ms. Warnick mentioned that her numbers were off by \$8.00 due to Steven Lewis' invoice being \$8.00 different than the amount allocated. She will be working with town finance/accounting office at the end of Sept.

Ms. Ellis made a motion to accept the Treasurer's report. Ms. Saeed-Kothe seconded the motion. Vote was approved, unanimously.

Co-Chair's Reports, Crystal Buckley, Jordan Warnick

- a. Mr. Warnick spoke with the Medway Business Council to try and get them involved with the poster project. It has been difficult to get the parties together.
- b. We have been trying to discuss the possibility of using the Medway Block property for a cultural events or potentially using Sanford Hall as a cultural center in the future. Ms. Buckley mentioned that we were invited to meet with Michael Boynton and Planning Board to discuss. She asked if there are other members with different availability to be able to meet to discuss with Mr. Boynton and Planning Board. Mr. Warnick mentioned that we would be looking to use the big parking lot at the Medway Block property for events including pop-up artists.
- c. Mr. Warnick encouraged anyone to apply for festival grants for their events from Mass Cultural Council, they are available for up to \$2,500. He has been doing some public relations for this grant period. He has been working on information to be posted and asked other members to post. Mr. Warnick will send to grantee recipients from last 3 years as well as artists in the area.

3. MaCC/Community Science Interaction – Jyoti Ranjan

Ms. Ranjan is thinking a day of camp might be too big to start with, perhaps try to partner with Community Education to start with an after-school program. Ms. Saeed-Kothe knows someone involved and can check. She is thinking elementary school to start, maybe 1 hour, starting in the spring, maybe \$70-85 for a series of workshops. One suggested topic is human systems which she could teach, she would want to purchase a few sample model systems so that session is interactive. Mr. Warnick suggested applying for a grant for these materials. The first step is to secure a place to have it and once they have that, they can apply for the grant.

She asked if she could include students in her planning committee and members agreed that students would be welcome to participate.

4. Annual Survey – Cyndy Ellis

Ms. Ellis reported that 46 survey responses have been received so far. 85% responded that they are aware of council, 67% were aware of grants, 76% want more public art, 74% want more free events, 63% want music, theatre, performing arts. Most had heard of the Cultural Council through Facebook and/or other social media. People gave great feedback about the electrical boxes. Ms. Ellis seeking suggestions for wording to ask permission to use email to contact about future events.

5. MaCC/LCC Grants – 2023 Update & 2024 Deadlines - Karyl Wong, Cyndy Ellis

The events for remainder of the year are:

- Friday Sept 8, BaNannies Live at Choate Park (10:30 am) – this timing will cater to pre-schoolers, home schooled children.
- Sept 18, 6:30-8:00 - Southeastern Community Band at Senior Center - Ms. Wong talked to Courtney, she said she already had 8 signed up, the room can hold 60. Medway CC has our own

sign up on Facebook, but nobody registered thru MCC yet.

- Hip Swayers Concert will now be October 21 – Ms. Crosby gave an update that the Community Farm is having the event at Thayer House, Farm to Fork including heavy hors d'oeuvres and alcohol. They also plan to try a silent auction.
- Steam-Spin Yer Art - (Jennifer Kendall) November at Medway Library

6. **Sculptures**– Becky Atwood, Gail Hachenburg (later absent)

Ms. Atwood related that Erin McCarthy is the artist for the 1st project in front of library that the Library Trustees have approved, and the 2nd is likely a bronze log with turtles on the trail in Choate Park. They have a meeting scheduled with the Design Review Committee on 9/18. Once approved they'll meet with the artist. Ms. Warnick asked about the cost for the 2nd project, Ms. Atwood doesn't know yet.

7. **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. People come and bring art they are working on. There will be a kids table with art exploration. Ms. Buckley asked about having an MCC table during the event.

8. **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 was going to be adding a few last details, Ms. Buckley will follow up. DPW will have to do last protective varnish on them.

9. **Art-Poetry Book/Poster/Bookmark** – Jordan Warnick

Art-Poetry Book - Mr. Warnick discussed the potential project to have people submit poetry or write about the electrical utility boxes or other art in town. A book would be created with photos and poems. The boxes need to be completed ask for poets and/or photos. Ms. Buckley suggested to hire a photographer vs. an i-phone. Ms. Buckley proposed that we apply for a grant for a photographer and Ms. Balaji also suggested creating a photo contest of art around town and then using the photos in a book. Ms. Shinas added having a photo contest would give us a lot of images for the website.

Bookmarks – Mr. Warnick passed around samples. These would be passed out at events.

Posters – Mr. Warnick spoke with Business Council and there was an interest in a poster. Ms. Buckley mentioned that members had previously discussed creating postcards or note cards. The photos from the contest/book could potentially be used.

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

Ms. Buckley said they are posting the events mostly on Facebook, the pages are getting a lot of hits. Ms. Moffat shared questions to ask the electrical box artists to potentially be used for an artist spotlight.

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

Ms. Balaji presented a budget for the event and noted that they will need funds from MCC for deposits to secure Thayer House and caterer and insurance. These deposits would go towards event expenses.

The group discussed ticket prices. They received some feedback from the community that not everyone would attend with a child so perhaps they should have one price vs. different pricing for adult and children. They were thinking around \$70-80 and not have limit of # of adults/children, just an overall capacity of 120.

Ms. Warnick made a motion pay the \$380 deposit for high tea fundraiser. Mr. Giangarra seconded the motion. Approved in a unanimous vote.

12. **MaCC Festival Grants et al.** – Diwali Festival (Stuthi Balaji)

Ms. Balaji applied for Mass Cultural Council Festival grant and got \$2,500 from the state. State law requires that they get funds approved by Select Board, which they did. They are planning the event for November 11, 2023.

Mr. Warnick asked members to think of other events that could use festival grants.

13. **Recruitment of New/Student Members – Stuthi Balaji** (see attached description)

Ms. Balaji presented a draft of document we could use to find student member. She requested comments on the document to be finalized for the next meeting.

Ms. Warnick and Ms. Balaji presented a draft of updated priorities & guidelines. These are to be included in the Mass CC Simply Safe page. They also worked on the letter that the people applying for grants would receive with requirements.

14. **Other Business**

Ms. Balaji informed the group of an app called RVSPify. She is recommending that the Cultural Council use it for events. It allows you to create an individual website for each event for registration and promo materials. This will be added as a future agenda item about promoting events.

Adjourn

Ms. Warnick made a motion to adjourn at 8:40, Ms. Balaji seconded the motion. Approved in a unanimous vote.

Upcoming Meeting Dates:

2023: Sept 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