



TOWN OF MEDWAY

COMMONWEALTH OF MASSACHUSETTS

Medway Town Hall
155 Village Street – Medway, MA 02053



Medway Cultural Council

medwayculturalcouncil@gmail.com

September 6, 2022

MINUTES

Thursday, September 6, 2022 @ 7:05 p.m.

Via Zoom (see below)

Members Present: Crystal Buckley, Angelica Crosby, Cyndy Ellis, Celeste Falcone, Gail Hachenburg, Judith Moffatt, Amy Rochford, Amna Saeed-Kothe, Jordan Warnick, Hazel Warnick, Stuthi Balaji, Philip Giangarra, Valerie Shinas (via Zoom),

Members Absent: Rebecca Atwood, Karyl Wong

Meeting Started at 7:02 pm

1. **Approval of Minutes** from August 16, 2022 – accepted unanimously.
2. **Welcome new member**: Stuthi Balaji appeared before the Select Board with Gail and Jordan and was appointed by the Board to the Council. Gail and Jordan were questioned as to the approved number of members on the Council and though we are allowed to have 22, the Council capped the number at 15 members.
3. **Officer's reports**:
 - Co-Chair (Gail Hachenburg) reported that responsibilities for a recording secretary would be rotated among council members since nobody is currently available
 - Treasurer's Report (Hazel Warnick) – Todd Alessandri met with had a meeting with Gail Hachenburg and Hazel Warnick to determine if we council could get more funds for the signal boxes. Mr. Alessandri made some suggestions on how to present the numbers and whom we should contact. None of those avenues have funds to give us. We will continue reaching out to find a good way to help us out with funds.

4. Update on Signal Boxes:

- A question was as to whether we can ask artists to apply for directly grants to paint the Signal Boxes without formal proposals? A discussion ensued as to; 1) the clarity of whether the Council can grant money without seeing artwork or voting on it; 2) whether we can accept applications contingent on approval by both the Council and Select Board; 3) going 'all in' and deciding who would paint these boxes (this would need applications with the proposals to allow for quick decision making); 4) with more time, however, we could throw a wide net and allow for applications without proposals; 5) we have to get the grant money those sponsored by the council.
- A discussion surrounded the total number, cost of and fundraising for the boxes: 1) it was decided that we would do half the boxes (total of 12) and the Historical Commission wants the other half. 2) It was noted that the meeting with Historical Commission went smoothly and exchanged notes on the process; 3) the cost of the boxes was raised and prior information suggests about \$500-\$1000 per box – Norwood did \$1000 per box; 4) it was suggested to leave some room for flexibility and estimate at \$1000 a box keeping in mind that artists charges are usually by square foot and level of detail; 5) the question of a timeframe was raised and it was suggested that April - June 2023 would be appropriate; 6) a fundraiser such as a Friday Bingo Night for support was suggested.
- Publicity for the Signal Boxes – appropriate venues would be 1) a signal box application on the Square Space website and social media; 2) announcement in the print media; 3) maintain a general submission; Print media, ill get a press release put together
- A motion was made by Gail to post on all on-line platforms by Gail Hachenburg; seconded by Judith Moffitt – accepted unanimously

5. Bridges Festival

- The Medway Bridges Festival asked whether the Council was interested in participating this year. Gail informed them that we would not participating as a group, but that anyone Council Member could participate individually.
- Art on the Trail – Jordan Warnick inquired about whether we would like to speak with the Norwood organizer to try to determine the details and logistics of how to run it so we can potentially incorporate it into the Bridges Festival as a partner.

6. Mass Cultural Pandemic Recovery Grant Program

- Mass e-mailings have been made to multiple organizations, artists and former/current grantees as well as potential grantees who otherwise could not have applied (Historical Society, Medway Friends of Performing Arts and Medway Library) in and around town; it was suggested that it be posted on our social media

7. Social Media Update

- Valerie Shinas reported that an archive was created for all of our Artists Spotlights on our website; more difficult to get new spotlight features for a variety of reasons
- The Co-chairs suggested that we may want to broaden to other areas such as Franklin, and also highlight the artists doing the signal boxes
- Deadline for grants: October 17, need to meet after pretty quickly to make decisions.

8. Cultural Council Survey

- A discussion surrounded the proposed Survey: 1) it should NOT be open-ended therefore questions must have specific answers; 2) the form should allow one or more choices (not the current one-ONLY); 3) the school-centered question might not be needed if they already have sufficient funds for enrichment of arts at schools?
- Any other edits should be sent to Cyndy or Gail

9. Review Pixie Festival

- Judy Moffatt reported an increase of 50% in submission from 14-21 houses this year engendering lots of excitement for next year; in addition, the votes for the houses increased 50% from 70 to 104; there were even more people that we could have been approached at the festival so we need to work on spreading the word for next year. Ms. Moffitt expended \$850 for entertainment (photos, pixie, and musician) + \$400 on supplies.

It was questioned whether the Council could be the direct supporter of the Pixie Festival with Ms. Moffitt as its chair rather than the grantee?

- Answer: the Council may be able to apply for support of the festival/organization through a grant from the Mass CC. As a government entity, we can put it on because we're tax exempt. The application has many questions regarding qualifications that need to be sorted out.
- It was also suggested that organizer (Ms. Moffatt) expand the Festival to include Franklin/Millis and apply to their Council?
- Another suggestion is for the entertainers to apply individually for the grants (it might also be a deterrent because of the time vs remuneration). Perhaps a charge to attendees though that in itself may deter families? Alternatively, could vendors be assessed a charge?

10. Coffee House

- A suggestion was made to have a Medway Cultural Council Coffee House possibly at the VFW, The Willows, High School/ The idea of hosting it at the

Willows (more cost effective and easier to work with) was supported by several members

- Questions were raised about the frequency and its used as a fundraiser and of displaying local artwork, even making it an auction or even just display for ambiance
- Can we get enough artists? - It depends on the caliber of artists you're looking for. High school youth would certainly be interested in performing – but professionals might be harder? Maybe some mix?
- Angelica will talk to Karen about getting a date at the Willows and we can start planning at next meeting.

11. Other Business

- Please update your information on the Mass CC - massculturalcouncil.smartsimple.com
- They will ask you to create a password and account + update your profile

12. Adjourned at 8:47 p.m.

The listed agenda items are those that are reasonably anticipated by the Chair to be discussed at the meeting. Not all the listed items may in fact be discussed. The order of items may be adjusted. The Council may address and consider other matters not specified to the extent permitted by law.

Future Medway Cultural Council Meetings

First and Third Tuesdays of the month @ 7:00 p.m.

September 20	Cole Room, Medway Library
October 6 (Th)	Presentation Room, Door 5, Medway Middle School
October 20 (Tues)	Cole Room, Medway Library



Town of Medway

Remote Participation Request

I, Valerie Shinas (print name), hereby request to participate remotely at the meeting of the Medway Cultural Council (Board/Committee/Commission) to be held on 9/6/22 (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) Related to work

Explanation: I begin a new semester today. I have meetings until just before the Medway CC meeting begins.

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

14 Winthrop St. Medway
Address (or en route)

302-943-9319
Phone Number

Valerie Shinas
Signature of Member

9/6/22
Date

Please sign and return to Chair

Request received by Jordan Wathick 9/6/22
Chair (please print) Date

Method of Participation Zoom (e.g. speakerphone)

Request Approved ☒ Request Denied* ☐

Jordan Wathick
Signature of Chair

9/6/22
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, Valerie Shinas (print name), hereby request to participate remotely at the meeting of the Medway Cultural Council (Board/Committee/Commission) to be held on 9/6/22 (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) Related to work

Explanation: I begin a new semester
today & I have meetings until just before
the Medway CC meeting begins.

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

14 Winthrop St. Medway
Address (or en route)

302-943-9319
Phone Number

Valerie Shinas
Signature of Member

9/6/22
Date

Please sign and return to Chair

Request received by Jordan Warhick 9/6/22
Chair (please print) Date

Method of Participation Zoom (e.g. speakerphone)

Request Approved ☒ Request Denied* ☐

Jordan Warhick
Signature of Chair

9/6/22
Date

Signed form to be appended to the meeting minutes.

*All Denied Requests are Final and Not Appealable.