



# TOWN OF MEDWAY

## COMMONWEALTH OF MASSACHUSETTS

Medway Town Hall

155 Village Street – Medway, MA 02053



## Medway Cultural Council

[medwayculturalcouncil@gmail.com](mailto:medwayculturalcouncil@gmail.com)

### MINUTES

Tuesday, October 3, 2023 @ 7:00 pm

Medway Library, Cole Room

**Members Attended:** Becky Atwood, Cyndy Ellis, Phil Giangarra, Jyoti Ranjan, Amna Saeed-Kothe, Hazel Warnick (late arrival ~7:35PM), Jordan Warnick

**Members Attended via Zoom:** None

**Members Absent:** Stuthi Balaji, Angelica Crosby, Crystal Buckley, Judith Moffat, Valerie Shinas

**Community Members Present:** Karyl Wong via Zoom

**Recording Secretary:** Marianne Boynton via Zoom recording

Mr. Warnick called the meeting to order at 7:10 pm with 6 members attending in-person and now comprising a majority of the 11 members since Crystal Buckley was no longer a member. There are now only 6 members need for a majority. So, with the current members present (Becky Atwood, Phil Giangarra, Jordan Warnick, Cyndy Ellis, Jyoti Ranjan, Amna Saeed-Kothe), the meeting was opened. Mr. Warnick explained that Crystal Buckley had requested an indefinite leave of absence but will see to the completion of the Utility Box project and consult on social media as necessary. She will let Mr. Warnick know when she is able to return.

#### 1) Approval of Minutes from Sept 19, 2023

The following corrections were mentioned: Gail Hachenburg should be listed as a 'Community Member present', not under 'Members Attended' as she is not a member. Also, Karyl Wong need not be mentioned at all if not in attendance as she is not a Council member.

In the Treasurer's report in the minutes, the section that is struck out needs to be removed entirely since it was made under a false assumption of terms ending.

Ms. Atwood made a motion to approve the meeting minutes from 9/19/23 with corrections. Ms. Ellis seconded the motion. Approved in a unanimous vote.

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

Ms. Warnick sent the Treasurer's Report via email prior to the meeting. The report was unchanged from the prior report and accepted.

## Co-Chair's Report - Jordan Warnick

Ms. Buckley is taking an indefinite leave of absence. She will finish the Utility Box project and consult as needed. That leaves 11 members on the council and 6 needed for a majority.

Mr. Warnick reminded the group about the Mass Cultural Council report about membership terms. Mass CC limits to two consecutive terms and the Town of Medway has a limit of 3 years per term; members must then take a year off before being considered for re-appointment. Corrections were made online to resulting terms by the Town and Mass CC; Gail Hachenberg and Karyl Wong can come back July 1, 2024, but they must submit a letter at the beginning of June. Angelica Crosby will complete 4 years and then and will be eligible for final 2 years on June 1, 2024. Becky Atwood, Phil Giangarra, Hazel Warnick and Jordan Warnick will complete their 2 consecutive 3 year terms on June 30, 2025, and can continue as volunteers for 1 year before re-applying. Judith Moffat's term expires June 30, 2026. Valerie Shinas will complete 5 years and come back for 1 year (2025 & 2026). Crystal Buckley, Stuthi Balaji, Cyndy Ellis and Amna Saeed-Kothe will complete their first 3-year term in 2025 and will be eligible to request a second term starting July 1, 2025. Unfortunately, the Mass Cultural Council website has an incorrect email address for Mr. Giangarra and it will have to be corrected.

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

No update from Ms. Balaji as she did not attend. Ms. Warnick mentioned that she and Ms. Balaji met with Carol Pratt and Allison Potter at Town Hall about ticket sales. There is still no definite answer, but they are discussing options and waiting to hear back from Carol Pratt. The issue is not which account to use but how people will sign up and pay. Ms. Balaji is doing some research also.

## 4. MaCC/Community Science Interaction – Jyoti Ranjan

Ms. Ranjan reported on progress that she has made with Ms. Saeed-Kothe and the elementary school. The school requested a proposal on what the program would be to be sure that it is different than other programs they offer. Ms. Ranjan will start with topics that she would be able to present. She plans to use models that are interactive. A power point outline was previously shared with Ms. Saeed-Kothe and Mr. Warnick who will be providing comments. The power point will then be sent to council members for comment. Ms. Saeed-Kothe said that they still need to determine if there are grant opportunities for these programs or depending on whether the topic addresses alcohol or vaping then they could ask for funding from SUP. Ms. Saeed-Kothe responded that those topics would be more for a middle school, and they are looking to start with sessions for elementary school.

## 5. MaCC/LCC Grants/MedCC Grants Festivals and Events (2023 Update & 2024 Deadlines) - Karyl Wong, Cyndy Ellis

Mr. Warnick asked if there were any updates from the SE Community band concert and no one had any. The deadline for upcoming grants is October 18. There is 1 complete application and 5 in pending at this point. He wasn't sure how that compares with this time last year, although we ended up with 30. Ms. Wong checked with the library to determine why they had not yet applied, but they have been busy. She noted that they seem to be getting requests from non-Medway applicants. There are still some grant funds to be paid from prior events.

The events for remainder of the year are:

- Hip Swayers Concert - October 21 at the Community Farm for the 'Farm to Fork' event
- Steam-Spin Yer Art - (Jennifer Kendall) November at Medway Library – but Ms. Wong does not have the details.

Ms. Wong indicated that Ms. Balaji updated the letters that will go out to grant recipients and that it would be updated with Cyndy Ellis' name. The last section needed to be updated since Karyl Wong is not a MedCC member but a non-member liaison. Mr. Warnick mentioned that there was one MaCC festival application that was approved, that being for the Diwali festival. Ms. Moffat is planning to apply for a festival grant and LCC grant. The group discussed whether the Pride Flag raising should apply for a festival grant and/or a Cultural Council grant. Mr. Warnick is going to notify Ms. Shinas and Ms. Buckley about the need to be promoting more on social media.

#### 6. Sculptures – Becky Atwood

Ms. Atwood stated that there was nothing new to report.

#### 7. Utility Box Summary/ Art-Poetry Book/Poster/Calendar program - Crystal Buckley

Ms. Buckley was not present, no update.

#### 8. Art-Poetry Book, Halloween Photo Content & Other Promotional Material – Jordan Warnick

This is on hold until the utility boxes are done.

#### 9. Social Media Update (Website, FB, artist spotlight) - Crystal Buckley, Angelica Crosby and Valerie Shinas

There are no updates as responsible representatives were not present.

#### 10. Recruitment of New/Student Members – Stuthi Balaji

No update, Ms. Balaji was not present.

#### 11. Other Business

Mr. Warnick stated that since Ms. Buckley has taken a leave of absence that one of the co-chair positions was open. He mentioned that this is such a busy time with all the grant applications coming in, that he will be looking for a co-chair and will be sending out a note to the council asking if anyone wants to do it. Ms. Ellis indicated that she would be willing to be Co-Chair.

The **LCC grant applications** are due Oct 18 and then are distributed to Medway CC. We probably have until the beginning of December to decide about the grants upon which we notify MaCC which sends letters to the those we didn't grant back. MaCC then advises those who did not get approved and the reasons upon which they can submit corrections for reconsideration. Then, on January 17, the final grant decisions are reached as to who to fund.

We need to focus on **social media** and may need to send more **letters** advising prior applicants of the grant opportunities. Mr. Warnick also sent out a notice to the Medway Trails about funding a Bridges Festival to see if they are interested in applying for grant funding.

Ms. Wong found correspondence about someone who was interesting in joining the Medway CC and asked Mr. Warnick what the status was. Mr. Warnick said that he will investigate whether that person responded.

Ms. Wong went to the Franklin Harvest Festival, met some Franklin CC members and met with someone who mentioned that we would be collaborating with them. Mr. Warnick noted that they were sending their (FCC's) monthly newsletters and he would forward to those members responsible for posts on social media.

Ms. Wong noted that **Halloween Trunk & Treat** is this Saturday. It may be too late, but she thought it might be an event that MCC could participate in with a table with some give-aways next year. Mr. Warnick agreed that there isn't enough time.

Mr. Warnick spoke with Ms. Harrington (P&R) about possibly having a Halloween Photo contest. It would need a website that people could submit photos to and a set of rules. P&R liked the idea. Ms. Wong and other said that it is an idea for the future as there was insufficient time at present.

### **Adjourn**

Mr. Giangarra made a motion to adjourn at 8:00 pm, Ms. Warnick seconded the motion. Approved in a unanimous vote.

Upcoming Meeting Dates:

2023: **Oct 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

**\*Oct 17 is at the Middle School Presentation Room**