

 Medway Cultural Council

 155 Village Street

 Medway, MA. 02053

 The Medway Cultural Council Meeting was held at the Medway Public Library, Medway, MA. Date: February 11, 2020. Meeting was called to order at 7:05 p.m.
Present: Carla Cataldo, Gail Hachenburg, Karyl Wong, Jennifer Kendall, Jordan Warnick, Hazel Warnick, Phil Giangarra, Mary Weafer, Becky Atwood, Judith Moffatt, and Winnie Nyack.

**1.Minutes**

The minutes from the January 28, 2020 Cultural Council meeting were approved.

The minutes from the January 11, 2020 ArtWeek subcommittee meeting were amended and then approved.

**2. Officer’s Updates and** **Reports**

**a. Treasurer’s report:**

Phil reported that the Annual report financials are done. Initially there were mistakes with sections 1 and 2; one on the revenue side and the other on the distribution side. The State fixed one of the problems and other problem has been resolved as well. Therefore, all problems have been corrected.

Phil also reported that no money had been spent last month.

Gail inquired about reimbursement for her purchase of the banner for the MCC which had been submitted in December 2019. Phil relayed that in addition to a receipt for the purchase, additional documentation from the credit card statement needed to be submitted to the town. After a brief discussion Gail suggested that she and Phil go to Town Hall and inquire about the policies and procedures for submitting claims for purchased items.

***Action Items:***

Gail and Phil will go to Town Hall and inquire about the policies and procedures for submitting claims for purchased items.

**b. Secretary’s Report**

Gail reported that Sheila Dubrawski would like to change the Victorian Christmas program to the “Rounders to Baseball” program to be scheduled in April around the time of the Red Sox opening day. Sheila included the information about the program. Anne Barrett the presenter is the same presenter as the Victorian Christmas. The cost would remain the same so the grant amount request would not change. The CC members approved the change.

Gail relayed Heather Caunt-Naulton’s e-mail (the Henna Artist) that she is interested in participating but charges $350.00 for a two-hour session. The members discussed that we should offer her the stipend of $250.00 and see if she is able to work something out with us.

***Action Item:*** Gail will send Sheila an email that we have approved the program. Karyl will also follow up with more specifics.

Gail will follow up with Heather the Henna Artist.

**c. Chairperson**

Carla relayed that she contacted Luis Cotto at the Mass Cultural Council regarding our issue that we had approved a grant to Canman to paint murals on utility boxes in town, however the Selectman did not want murals on the utility boxes. Luis’s advice /suggestions were: 1) look for other venues for the murals/artwork from Canman, 2) take the grant money back and reallocate the money or 3) work with the Town regarding the utility boxes. Carla felt that we should disregard suggestion number 3. Mary relayed that Canman had some other ideas, one of which could be Canman doing a sculpture. The members decided to invite Canman to our next meeting to discuss his ideas.

The members decided that the March 10th CC meeting will be changed to an ArtWeek Subcommittee meeting.

***Action Item:***

Mary will contact Canman to invite him to the February 25th subcommittee meeting.

MedCC members will meet with Canman and then decide what to do with the grant money.

**d. Grantee Liaison**

Karyl discussed having signs for the different venues/open studio’s /Thayer Historical House. Also suggested were signs for each restaurant that participates.

**ArtWeek 2020 Subcommittee**

Jennifer relayed information from the recent subcommittee meeting. The members at the subcommittee meeting nominated and approved Jordan to be the publicity person for ArtWeek and will work with Winnie our CC publicity point person.

Jennifer is concerned that we need some “fill in” activities in case artists cancel. So far, we have the following artists and activities set for the “Kickoff” from 10:00-2:00 at the Library:

Cheryl Cohen Mosaics

Kim’s portraits

Painting by Trudi

Knitting

Karyl suggested that we contact the Nursery School teachers to see if they would be interested in having a table where children can do art projects etc. at the Thayer Historical House on May 9th.

Winnie relayed that her program will be on May 9th at 2:00 pm.

Open Studio tours will be on May 3rd from 11:00-3:00 pm. Mary relayed that the Tattoo studio will participate.

Sheila informed us that she is looking into getting permission so that we can use space at the Jacob Ide Historical House on 109.

Laura the Lipstick artist is available to do a hands-on program and will get back to us.

Judy mentioned that Tim Rice will participate this year. Also, the Enchanted Fox has a studio that is available. Judy relayed that the studio on Ohlsen Circle is not available at this time. Jesse Green may do a talk for ArtWeek before May 9th as he has a prior commitment on May 9th.

Mary contacted the McGovern school and the middle school, and they are not interested in participating. Mary also contacted the high school and is waiting to hear back from them.

Carla suggested contacting the high school social studies teachers and she will contact them.

Diane Busa and Jennifer will arrange a table in the library for the “M” pieces to be decorated.

Jennifer relayed that poetry is slated for May 4th -May 8th.

The following is a tentative schedule for ArtWeek:

May 4th Kim will exhibit and discuss her portraits. “Do it yourself portraits, Cultural history of portraits.” (Medway Public Library Conference Room)

May 5th Creative Collage in the Maker’s space

May 6th Thread painting, Mandala’s in the Maker’s space

May 7th Tinker’s lab. Henry Moore discussion

May 8th TC Scoops Art Trivia’s Night

May 9th Spin Art Maker’s Space

Gail and Karyl reported that they had positive feedback from the following restaurants:

Medway Café, Yama Fuji. They will visit preschools, Supreme Pizza and Schezuan Garden.

Mary reported that Restaurant 45, The Muffin House and Micky Cassidy’s will participate.

Becky and Jennifer reported that Galante’s restaurant was enthusiastic. PJ’s was not open.

Jennifer went to the Medway Village Pizza and Subs and wasn’t sure if they will participate.

Jordan introduced the idea of having a brochure to help with funding for ArtWeek and explained that most towns sell adds, etc. He explained that the brochure could be a means by which we could sell advertisement space for businesses that want to be ArtWeek sponsors. He suggested that we could leave the brochures at restaurants or other locations. Jordan’s idea was discussed, and it was suggested that it would be good to have a brochure with all the events listed, however, we wouldn’t sell advertisement space this year but keep this in mind for the future.

Karyl asked that we collect glass jars for the Art in Bloom program.

Gail spoke with the Deb Hoppy about doing a drum circle event during ArtWeek. Deb was excited about the possibility but needed to check out the dates.

Jennifer discussed that she was having difficulty finding a food truck to participate in ArtWeek. Jennifer had called a company in Worcester who said they were interested. She will get this in writing.

Jordan spoke about publicity and having signs/posters. The idea of having signs with the MassArt,Town and State Cultural Council logo with Medway printed on them was presented. It was also mentioned that we should look into the Maker’s Space equipment to make the posters and also making copies at Town Hall.

Also discussed was that the price of tickets for the play on May 9th. Jordan inquired whether there could be reduced rate for students and seniors. The Cable Access gave a donation; however, the check had not materialized. Phil will look into this matter.

**Action Item:**

Gail and Karyl will visit preschools, Supreme Pizza and Schezuan Garden.

Becky will contact the Medway farm.

Carla will contact Deb Hoppy about leading a drum circle.

Carla will contact the social studies teachers at the high school.

Jennifer will contact the food truck and get something in writing from them.

Becky and Jennifer will revisit PJ’s Smoke House and other establishments in town.

Jennifer will follow up with Medway Village Pizza and Subs.

Phil will look into where the check from Cable Access may be.

The meeting was adjourned at 8:40 pm

Respectively Submitted,

Gail Hachenburg

Secretary

**a. Treasurer’s Report:** Phil reported that we have a total

Action Item:

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***Action Items:***

**b. Secretary’s Report:** The banner is finished and was presented by Becky. The members also discussed having smaller banners or signs created to increase publicity for events when needed. Sandy asked for the logo to be sent to her.

E-mail address discussion: Richard Boucher has created an e-mail address for the Medway Cultural Council along with a password for access. Carla had asked Brian to have the e-mails sent to Gail’s private e-mail, however, Gail declined to have CC emails sent to her private email. Therefore, the e-mail address is Medcc@townofmedway.org. It was discussed that one person should monitor the e-mails and Phil offered to do so.

***Action Item:*** Carla will send the Medway Cultural Council logo to Sandy. Phil will be the point person to monitor the emails for the Cultural Council. Carla will post the email address on our website.

**c. Chairperson’s Report:** Carla invited John Foresto to the meeting to explain why we are not able to have murals on the electrical/utility boxes in town. John explained that the state owns the boxes, so we would have to contact the state. He also relayed that the Board of Selectpersons, voted not to have art work displayed on the utility boxes as they are new and the members of that committee wanted the boxes to be uniform in presentation. The Board of Selectpersons suggested to find another building or structure for a mural/artwork. Gail suggested that perhaps we could have Cannmann create banners for the streetlamps, however, John relayed that seasonal banners were already approved by the Design Review Committee via the Planning Board. Sandy told us that the Planning and Economic Board voted and chose banners, one banner has the town logo, then there are four others depicting each season. Julie Dennehy was the representative for the art work. The members discussed other ideas such as sculptures along the walking/hiking trails or along the path at Choate Park, and/or a steppingstone path. Sandy said she would talk to businesses in town to see if they wanted to display art. Sandy inquired about how the grants work and Carla provided a thorough explanation.

Carla spoke with Keith Peden about the anonymous donor and decided that although we appreciated the donation that we would come back to that person if we needed the donation. Carla also reported that there did not seem to be conditions that we would need to meet to receive the donation.

***Action Item*:** Carla will send the final annual report to the state in the upcoming week. Carla will talk with the State Art Cultural Council regarding the issue with the grant that was approved to Cannmann. Sandy will talk to businesses in town regarding displaying art work.

**d. Grantee Liaison:** Karyl will work on calendar for next meeting.

**Artweek 2020:**

Judith inquired about the ArtWeek Studio tour, and how to get press out into local newspapers, etc. for this event. We also discussed that Franklin is offering artists who participate in their town’s ArtWeek, a stipend of $250.00 and that we should do the same. It was estimated that we could probably offer a stipend to 16 artists/people who apply and discussed that perhaps it would be the first 16 artist to apply. Sandy asked if we would be interested in collaborating with other towns for events and offered to talk with other participants from other towns. Carla explained to Sandy the details about the state requirements for ArtWeek and that we are going through the Boch Center.

We discussed locations for the events during ArtWeek and the expense of renting the high school gym. We discussed that we were told that the Thayer Historical house was not an option, however John was able to secure Saturday May 9th from 10:00 am-3:00 pm for ArtWeek events, which will save the CC money on renting space. Jordan presented the revised invitation letters that will be sent out to local artists, businesses and restauranteurs. A discussion that addressed the following issues ensued, such as how the CC members would know that people signed up to participate? (We would receive an e-mail from the coordinator at the Boch Center). How people would know about the stipend? (this would be included in the invitation letters.). Jordan spoke about the Eventbrite site for tickets/prices. Members also discussed businesses that may want to co-sponsor an event. John discussed that there may be organizations in town that may be interested in co-sponsoring or being involved such as Medway Cable Access, the Police and Fire Department. John offered to talk with his contact person at Medway Cable. Sandy spoke about using the Town website to publicize the events as well as to see if anyone is interested in participating in ArtWeek as well as advertising ArtWeek. Carla relayed that we used flyers last year. Sandy wanted Carla to send her the names of food trucks.

Kim has booked the Library Conference Room to display her portraits and provide a talk about the history of the portraits and have a demonstration during ArtWeek. Her event will be for all ages and will have traceable activities for children.

 On May 2nd from 10-2:00 pm, the following events are scheduled at the library: Jennifer’s husband will do a presentation on animation, Becky-knitting machine and embroidering, Trudi-painting, Jennifer’s son -paper circuit-silhouette activity, Kim 11:00-1:00 portraits. Judith discussed the Open Studio Tour and suggested a 1-day tour with a 4-hour block of time, perhaps 11:00-3:00 pm. Judith will contact Tracy, who is an art teacher and painter. Other artists that were suggested to be contacted were; Cannmann, Tim Rice and Jesse Green, master chainsaw sculptor. Jennifer discussed having a poetry contest. Mary has contacted artists and will get back to us.

The members decided that a subcommittee should be scheduled for later in January. The date of January 28, 2020, at 7:00 pm was selected. Sandy Johnston, Medway Director of Communications was invited to join the subcommittee meeting.

***Action Items*:** Carla will send Sandy information about the food trucks. John will speak with the contact person at Medway Cable. Jordan will send documents for us to use for ArtWeek. Jordan will also add information about the stipend to the invitation letters. Gail will book a room for the January 28th subcommittee meeting and e-mail everyone. Judith will contact Tracy and get back to us with the information. Mary will get back to us with information on artists.

The meeting was adjourned at 8:35 pm.

Respectfully submitted,

Gail Hachenburg,

Secretary