

 Medway Cultural Council

 155 Village Street

 Medway, Ma. 02053

**Meeting Minutes**

Cultural Council Meeting was held at the Medway Public Library, Medway, Ma. Date: January 14, 2020. Meeting was called to order at 7:07 p.m.
Present: Carla Cataldo, Gail Hachenburg, Karyl Wong, Jennifer Kendall, Jordan Warnick, Phil Giangarra, Mary Weafer, Becky Atwood, Kim Blenkhorn, Judith Moffatt, John Foresto and Sandy Johnston via cell phone.

**1. Minutes**

Minutes from December 9, 2019 meeting were amended and then approved.

**2. Officer’s Updates and Reports**

**a. Treasurer’s Report:** Phil reported that we have a total of $7,076.82 in our account. Our annual report has been filled out by Carol Hladick the town’s Payroll Administator. Section 1 has been completed as of January 2020. Gail submitted her receipt of $99.00 for payment for the Medway Cultural Council’s banner to Phil. Jordan presented the CC business cards to the members. Judith offered her artistic suggestions, which were accepted by the members. A motion to buy 100 cards spending up to $30.00 was approved by the members.

***Action Items:*** Phil will obtain a check from Town Hall for the reimbursement of the banner for $99.00 to Gail. Jordan will make artistic changes to the business cards and then order the business cards.

**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