



**Town of Arlington, Massachusetts**  
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## Arts Council Minutes 11/26/2001

### Arlington Arts Council

*Minutes of November 26, 2001 -- Jefferson Cutter House*

**Present:** Christine Alaimo, Diane Connor, Shari Craig, Cheryl Hemenway, Elinore Kagan, Carol Mahoney, Suzanne McLeod, Amy Peters

**Absent:** Mary Babic, Jamie Doyle, David Silverman, Robert Zinck

*Shari Craig called the meeting to order at 7:40 pm.*

#### **Item One -- Minutes**

Minutes were tabled until the next meeting. Minutes from the last meetings and this meeting will be sent to all members in advance of the December meeting. All members were asked to read the minutes in advance of the December meeting.

#### **Item Two -- Requests for Payments**

Elinore Kagan brought the request for payment from Wendy Campbell for the Mystic River Arts Project (grant #2001-11) up for discussion. It was determined that appropriate documentation was not provided. Elinore will contact Wendy to request receipts and a signed reimbursement form to accompany the final report.

Elinore Kagan moved to approve final payment of \$1500.00 to the Underground Railway for the "How Do You Spell Hope?" Performance and Workshop (grant #2001-14). Cheryl Hemenway seconded. The motion passed unanimously.

Elinore Kagan moved to approve final payment of \$2161.70 to David Moore for "Art Exhibition/Loan Program" (grant #2001-05). Cheryl Hemenway seconded. The motion passed unanimously.

#### **Item Three Treasurer's Update**

Shari Craig will contact Robert Zinck regarding unresolved checks for the Arlington School PTOs (grant #2001-01). Shari will send Elinore Kagan guidelines for the financial report. The financial report is due January 25. The town report is due Jan 15.

#### **Item Four Council Originated Projects and Council Guidelines**

Some ideas for a Council-originated project were discussed, including creating a web site (or adding to the town web site) to publicize projects that have received Council funding. Members agreed to think about ideas for a Council-originated project. Ideas will be discussed in our next meeting.

Some ideas for Council guidelines were discussed, including analyzing the community input surveys to be sure any guidelines would reflect information gathered from the surveys, creating guidelines of population we want to further serve, creating guidelines for types of grants we would like to fund (such as dance or other categories we rarely see grants for), and creating guidelines to encourage grants from individual artists in the community. Members agreed to think about ideas for Council guidelines. Ideas will be discussed in our next meeting.

#### **Item Five Distribute Grids of 2002 Grant Applications**

All attending members were given an updated grid of grant applications for the year 2002.

***Item Six Other Business***

The December meeting was changed from Wednesday, December 12, to Monday, December 17. Christine Alaimo will notify members not at the November meeting so all members will know of this date change. Christine will also reserve meeting space for the new date.

All members are advised to bring their 2002 calendars to the December meeting as meeting dates the year will be determined in the December meeting.

The purchase of a cloth Arlington Arts Council banner was discussed. Such a banner would be beneficial for improving the look of our booth at Town Day and could be used at a community input meeting in the spring. Shari Craig moved to approve the purchase of a cloth banner for the Council \$79.30. Christine Alaimo seconded the motion. The motion passed unanimously.

***The meeting was adjourned at 9:07 pm by Shari Craig.***

Respectfully submitted,  
Christine Alaimo, *Recording Secretary*