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Minutes 07/08/2013

Arlington Cultural Council Minutes

Monday, July 8, 2013

Robbins Library, Community Room, 7:30 pm

Present: Margaret (Margo) Barrett, Karin Blum, Eliza Burden, Joe Burns, Kurt Fusaris, Becky Holmes-Farley, Stephanie Marlin-Curiel, Margaret Moore, Martha Sheehan, and Wendy Glaas
 Elisabeth Taylor, prospective member

Absent: Maggie Husak, Scott Samenfeld

At 7:38 p.m. the meeting was called to order.

ITEM 1 Approval of June Minutes

Becky offered one revision of the minutes. The June meeting minutes were reviewed and APPROVED unanimously with the revision.

ITEM 2 RFPs

- 2013-04 Galapagos Puppets/Margaret Moody is in and Eliza will sign and hand off tonight.

ITEM 3 Report on Outstanding Grants

- 2013-18 NEGASS project is completed but paperwork not submitted yet. Eliza will follow up.
- 2013-22 Parul Vakani - Eliza submitted paperwork to Martha, she will now process
- 2013-07 True Story Theater show held at Robbins July 1 and 13; two final shows in August and October
- 2013-09 Friends of Waldo Park - project should be completed by September.

ITEM 4 Treasurer's Report

Martha reported on the budget and accounts available. All grants are on track, we do not expect delinquent projects this year. Although Martha has indicated she will be stepping down as Treasurer, she agreed to continue processing any RFPs until Maggie can assume role of Treasurer in September.

ITEM 5 Town Day Planning

Karin wrote to all 2013 grantees inviting them to participate in the ACC Town Day table. She received responses from True Story Theater and AIFF, which is planning to publicize at the table. Margaret Moody has already told Becky that she would like to participate.

Eliza did not request Lamson Way because we decided not to do the art project this year. We don't know how much space we will have and it will be a while before we hear back from Town Day organizers.

We still need a Town Day coordinator. Eliza circulated sign up sheets for table shifts and supplies. Margaret will post to Dropbox. Everyone on the Council is expected to take a shift at the Town Day table. Margo suggested that we use the library grant cycle trifold on our Town Day table, Eliza will try to locate it. Margaret, Becky, Joe and Eliza agreed to form a subcommittee for Town Day planning.

ITEM 6 Grant Cycle Business -publicity (Margaret B, Wendy, Scott)

We may need to move November 17 deliberation date as Maggie has a potential conflict and Margaret M. has a recurring conflict on Sunday mornings. Other scheduling options are meeting later in the day on 11/17, meeting 11/24 or meeting on a Saturday.

Wendy will take on publicity role when Margo cycles off in September; Margo will mentor her.

We will publicize our grant program on FB, the Arlington List, Town of Arlington notifications, and The Advocate. Joe will publicize at Open Mic nights and also at the Arlington Alive Block Party. We also talked about publicizing at Chairful Where You Sit opening and closing receptions. We should also publicize at other funded events until the

application deadline. Eliza will contact those in charge of the Farmer's Market. Karin will send an email out to the yahoo list.

Wendy will send out revised guidelines for approval, then we can post them to our websites (internal and MCC).
Joe agreed to help administer FB Arlington Artists.
The Council agreed to add to our grant guidelines that grantees publicize ACC at their events.

ITEM 7 Roles/Recruitment

Margaret will send recruitment info to the Arlington Parents List, Karin will send to Yahoo list. We have four members cycling off from now until September.
Margaret added language in a letter to new members that says that within 6 months members should take on a specific role on the Council. For members to review this, they can go the ACC's Dropbox file.

Martha agreed to stay in her role as Treasurer until she can pass on that responsibility, hopefully to Maggie who cannot attend Council meetings in July or August.

Karin was voted unanimously as the new Co-Chair, which created a vacancy for the Corresponding Secretary position. Becky was voted in unanimously as the new Corresponding Secretary.

Pat Myers was voted in as a new Council member. Information about becoming a new Council member will be forwarded to our visitor Elisabeth Taylor.

ITEM 8 New Business

Margaret reminded council members to set up Dropbox accounts and add relevant files regarding their roles/responsibilities and event planning information. Karin will add corresponding secretary files.

Eliza honored Stephanie for her outstanding leadership on the Council for the past six years. We will miss Stephanie but look forward to working with her in her new role on the Arlington Cultural Commission.

Upcoming Events

- Saturday, July 13, Broadway Plaza, 12-5pm, Regent Theatre, 6:30-9:30pm, Arlington Alive Summer
- Arts Block Party
- July 21-28 - Chairful Where You Sit event
- Monday, August 12, Community Room (Lower Level), Robbins Library, 7:30pm, ACC Meeting
- September 21 - Town Day - set up by 8, event til 3
- Monday, September 9, First Floor Meeting Room, Arlington Senior Center, 7:30pm, ACC Meeting
- Grant workshop - September 25, 7-9pm - Robbins Conference Room
- Grant presentations - November 6 & 7, 7:00pm - Location TBD (Town Hall?)
- Grant deliberations - November 17? - Location TBD (Jefferson Cutter House?)