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Stafford Arts Commission

Official Meeting Minutes

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Special Meeting: 7:00pm, December 15, 2022

Town Hall Conference Room and online via Zoom

Minutes

1. Open Meeting
 - a. Carleton mad a motion to open the meeting, Brian seconded, motion passed unanimously
2. Establish Quorum
 - b. All members present except for Nancy Dutton, quorum established.
3. Public Comments
 - a. Sam Grillo - no comment
4. Old Business
 - a. Report on Winter Fest ornament decorating
 - i. Chris mentioned that the kids were having a great time, commended bringing fun energy and said that the kids responded
 - i. Many people thanked us and were so happy to have these free events and art things for their kids
 - i. In the future, Chris proposed a dry run beforehand to test logistics the week before any event we put on in order to avoid the following:
 1. paint pens were dry
 2. paint was not coming out of the paint pumps
 - i. Rey said that we need a banner or sandwich board sign for the Stafford Arts Commission
 - i. Teri Herel said we need lights for events - especially in winter time while the sun goes down so early
 - a. First Night – discuss plans
 - i. We want to have something for first night
 - i. Unsure who is available - Ray and Fen might be available
 - i. Ideas: arts after dark; typed resolutions;
 1. After discussion we unanimously voted to not do anything for First Night, as we are not ready for something and don't have enough people available
 - a. Pick up tabled topics, re:
 - i. Coordinating with Library and Youth Programs
 3. There were some ideas last meeting about doing some things with Rec
 4. Make bookmarks that can be handed out in the library
 1. Tabled conversation for now, assigned to outreach subcommittee (Carleton and Brian)
 - b. Other ideas for library or community events:
 - a. Carlton mentioned that he would be interested in running a memoir writing group

- a. Photobooks with Halloween art
- a. Book made out of the stories that come out of a memoir writing group - maybe we can put them in the library and/or Historical Society
- a. April is National Poetry month - run a local poetry competition - different age brackets - do a reading and the prize can be a nice notebook and a Stafford Arts Commission t-shirt
- a. Involve schools in Stafford in arts, such as the above poetry competition
- a. Carleton mentioned a Zine workshop
- a. Teri Herel brought up coloring books of Stafford to hand out - or like a placemat for kids to color – that she has mentioned before
- a. Brian Chevalier mentioned considering involving scouts groups
- 5. Elections and New Positions in 2023
- a. Carleton Whaley proposed the following duties of the future Chairman:
 - i. more managerial, need to know how Town Hall works
 - i. Executing the vision (that is driven and focused by the Director of the Arts)
- a. Treasurer: straightforward, dealing with finance, details to be written out and shared among commission members
- a. Secretary: again straightforward, keeping minutes and ensuring that a calendar is maintained
- a. Director of the Arts: as per our commission ordinance, we are able to appoint a director of the arts, as well as their responsibilities. Carleton Whaley proposed the following:
 - i. This role would be responsible for driving the vision of the SAC
 - i. Would maintain Social Media and appoint a Manager if necessary
 - i. Look at the Town Ordinance to see if that needs updating
 - i. Design a Mission/Vision statement
- a. Second meeting in January - January 19th - will be elections new positions
 - i. first meeting is for budget
- a. all positions will be open to all members.
- 6. Commission members submitted the following for considering in the upcoming budget proposals for 2023:
 - a. Sandwich board
 - a. Banner
 - a. Lights - worklights, like construction lights, with similar batteries like power tools have (Dewalt, etc) - rechargeable in some way
 - a. A/V Cart
 - a. Storage
 - i. \$1000
 - i. 5x10 indoor location
 - i. This was tabled in favor of looking at town storage
 - a. Publishing materials for books, chapbooks, zines
 - a. SAC/Stafford tourism T-shirts
 - a. Costumes for Shakespeare in the Park
 - a. Solar lamps for new murals
 - a. Plywood and paint
 - a. Stafford Stomp - dances
 - a. Bands for outdoor music - \$500 per band
 - a. Additional \$500 per band if working with Main St. Business Association
 - a. Hospitality charge for the bands
 - i. Gift baskets

- i. Provide table for banc's merch
- a. Movie license
- a. General art supplies - crayons, ornaments, canvases, pencils, paper, charcoal, colored pencils
- a. Arts Commision canvas bags with art supplies to use in the park - available publicly
- a. Art supplies lending library - Little Art Library
 - i. Art from this can be put up in the bulletin board
- i. potentially fairie door
- 7. Close Meeting
 - 1. Carleton made a motion to close the meeting, Oliver seconded, motion passed unanimously

<https://us05web.zoom.us/j/83382554733?pwd=eXFJQ2kvZll1WG1UWmVaQW1QazZUZz09>