

Amesbury Cultural Council Meeting

November 1, 2011 7pm

Amesbury Cultural Center-37 Millyard

Members Present: Pam Gilday, David Andrew, Nate Cordova, Bob Laplante, Leah Hill, Rachel Kohn, Carley Monell, Marc Lisle, and Mary Hichborn

Also Present: Steve Robinson

1. Minutes

a. October 4, 2011

Bob motions to accept minutes from October 4, 2011 meeting. Pam seconds the motion. Vote on motion 8-0.

[Rachel arrives].

2. Treasurer's Report

- 2 vouchers have been processed:
 - Jeff Briggs \$3000
 - Delvina Theater Co. \$375
- Open Air Sculpture Group to be vouchered
- 2 invoices for the posters and brochures (Red Mill Graphics-Chelmsford):
 - Brochures (ordered 2000, don't need as many for next year): \$711
 - 11" x 17" posters (25): \$57
 - 8.5" x 11" posters (100): \$74
 - Pam motions to pay these vouchers. Marc seconds the motion. Vote on motion 9-0. Motion passes.
- Pam states that Whitney Heimlech's art event will be happening November 5th at Lafayette Hall and expects her to be vouchering soon for this. Also, Cynthia Costello, Whittier Home, should also be having her event and vouchering soon today.
- Still some outstanding grants that have yet to voucher:
 - Coastal Connections
 - 2 Friends of the Library grants
 - Julia-artwork
 - Cedar Tree Development
- Pam would like a copy of the printing invoice for the "book"
- Rachel asks how much money we have in free case. Answer: \$5,515.51 in free cash that isn't for grants.
- Pam getting the sandwich boards and tables from DPW for studio tour. Do we want to buy tables for the studio tour? Rachel states that artists have tables and know what works best for them.
- Mary asks if we would like to reduce the fee of the studio tour. Rachel states that our fee is very low compared to other art events that she takes part in.

3. Studio Tour

- Nate has hung the "pretty" banner at the gazebo.
- Pam would like to buy a new banner.
- Where else can we advertise in town? Steve mentioned the side of Fullers, how do other events utilize that space?
- Mary asks about getting "real estate signs" on metal posts that are put in lawns.

- At debrief meeting: website, google docs, advertising
- Work schedule for tour:
 - FRIDAY
 - 4-6: Council setup
 - 6-8: Artist setup
 - SATURDAY
 - 8: Leah & Pam meet at Stop & Shop to pick up our balloons and set up signs
 - 8-10: Artist setup
 - 10-12: Carley, Leah
 - 12-2: David, Nate
 - 2-4: Pam, Steve
 - SUNDAY
 - 12-2: Mary, Bob
 - 2-4: Mary, Pam
 - 4-6: Breakdown
- What is the performers' schedule?
- Mary will get box of sheet protectors for the location #s.
- Carley creating the stop #s and artist nameplates for cultural center to match the font/logo of the posters ad
- Leah-we need change for the event, Bob to get change.
- Bob questions the raffle, how do we notify winners? We will have those who buy raffle tickets only write their name on the tickets and then have a form that we get their contact information and the ticket # range. Gift cards will be mailed out.
- Rachel asks if we would consider a winner take all raffle for future events? Marc states that there is better participation when more people have the possibility of winning.
- We have 14 raffle prizes.
- Carley will make address sheet.
- Mary says a congratulations letter is on google docs.

4. Other Business

- Marc states that Crafters Quarters has 3 hinged, freestanding panels that he is no longer using, 4' wide and 7' tall and would like to allow the cultural council to have. Suggested that they should donate to the Town and the council can use.
- Allison resigned from the council.
- The capacity of the board is 12 members.
- Chain Bridge Collection: Leah was contacted from an appraiser from McInnis Auctioneers. He couldn't work with the Custom House schedule so offered to look at the collection while we unpacked it back at the Cultural Center.
- Where is the exhibit going after the Custom House? Show extended until November 13th.
- Pam will contact John

5. MCC Grants

- Pam organized all the submitted MCC grants and handed out.
- At the next meeting, November 15th, come prepared to vote on the MCC applications.

Carley motioned to adjourn. Mary seconded. Vote on motion 9-0. Meeting adjourned at 8:45.

Submitted by Leah T. Hill

