

Amesbury Cultural Council (ACC) Meeting
Amesbury Health Center
September 3, 2013, 7:00 pm

Members In Attendance: David Andrews, Leah Hill, Rachel Kohn, Bob LaPlante, Carley Monell, Brian Riley and Steve Robinson

Meeting Minutes

August 6 Meeting: Rachel motioned to approve the minutes; Bob seconded the motion; unanimous approval.

Treasurer's Report

OPEN STUDIO:

Applications: 9 paper applications + 14 on-line applications (23 total) were submitted, but only 18 checks were received. (5 checks missing.) \$730 received to date.

Last minute applications will be accepted for another week.

GRANTS:

Vouchers: Merrimac Valley Philharmonic paid \$150. Good documentation. Amesbury Public Library, *Dig Into Reading*, \$200 paid.

Conflict of Interest: A change in State Regulations states that any Cultural Council member with "conflict of interest" with a grantee can't be involved in reimbursement process for that grant. Two other members have to sign. Therefore, Leah (in lieu of treasurer Bob) and David have to sign for the library

Financial Reconciliation: An annual Financial Reconciliation form must be submitted to the Mass Cultural Council for the annual report, in order to reconcile the money the Cultural Council has received and spent.

As of 8/31/13:

Gifts/Donations	\$6,054.30
Grants:	\$4,652.50
Total	\$10,706.80

Trolley contract: Checked with Amesbury officials regarding contract. For any problem, the city will handle it. Leah signed the lease and sent in the deposit of \$200, of her own money, for which she will be reimbursed.

Future Treasurer: Bob's term on the Cultural Council ends in June, 2014. Another member needs to take on his responsibility as Treasurer. That member could shadow him and learn the process.

State Cultural Council Meeting:

Monday September 16, at Newburyport Public Library. Carley and Brian will definitely attend. Carley will speak. Information has to be sent to Jenifer Atwood by September 10. All members encouraged to attend.

Studio Tour

Restaurant sponsorship: Brian reported that he has gotten commitments to participate as sponsors from several Amesbury restaurants: the Barn, Cherry Bomb, Busy Bee, and Flatbread. Brian will speak to others.

Passport program: With the trolley as a way to encourage people to visit studios, the passport program will be put on hold for this year.

Donations: Council members are to seek donation prizes for the raffle from local establishments. 2013 raffle donations spreadsheet is in google docs, where council members can record where they have gone, in order to avoid going to the same place more than once.

PR apprentice: A situation similar to Bob's will arise when Mary's term ends. A Council member ought to learn about PR from Mary.

Signage: VistaPrint is having a sale. VistaPrint is quick, easy & cheap. Concern was expressed that the banners from VistaPrint were poor quality; however other quote from Seaport Signworks was much more expensive. VistaPrint is selling 20 lawn signs for \$150. Rachel motioned to approve the purchase lawn signs; Leah seconded it. Unanimous approval. Trolley stop signs and some more directional signs are also needed. Once the Open Studio participants are finalized and the trolley route established, the Council will have a better ideas of what exactly we need to get.

Miscellaneous

Poetry Reading: Brian will be doing poetry reading: *Poetry from the Great Unknown*. September 12, at 6:30 p.m. at the Jon Mooers Gallery.

Brian motioned to adjourn the meeting; Dave seconded it; unanimous approval. Meeting was adjourned at 8:32 p.m.

Respectfully submitted,

Steven Robinson