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By City Clerk at 8:10 am, Mar 03, 2026

Amesbury Cultural Council - Poet Laureate Support Committee Meeting Minutes

Date and Time: February 9, 2026 at 6:30pm

Location: Cedar Street Studios (1st floor meeting space) 14 Cedar St. Amesbury, MA 01913

Attendance:

In person: Elizabeth Wolf, Lisa Usani Phillips, Bryan Riley, Clare Dombrowski, Anne Ferguson
Matthew Cockreham
On Zoom: no attendees

Call to Order: Anne Ferguson 6:38pm

Agenda:

1. Appoint someone to take notes
 - Matthew Cockreham volunteered.
2. Review and approve minutes of previous meeting
 - Approved by all members in attendance.
3. Appointing or electing committee leadership as needed
 - The committee discussed having a liaison to the Amesbury Cultural Council who can attend ACC meetings in the Poet Laureate Support Committee chair's absence.
 - The liaison could communicate information on behalf of the PLSC.
 - The liaison would not have a vote at the ACC meeting, but could request that a topic be tabled until the next meeting.
 - The committee confirmed Bryan Riley as the official liaison and he can delegate this role to anyone on the PLSC if needed.
4. Current financial status update
 - Bryan Riley will ask at the next Amesbury Cultural Council meeting to find out if the fundraiser money transfer has been resolved.
 - Bryan will update the Poet Laureate Support Committee at its next meeting.
 - Bryan confirmed that his Poet Laureate stipend has been paid.
5. Recent and planned Poet Laureate activities update
 - Bryan Riley shared with the Poet Laureate Support Committee his ideas for poetry themed events.
 - Poetry in the Pines
 - Evening with the Poets (roundtable event)
 - Karaoke Night at Barewolf (50/50 fundraiser)
 - Bryan mentioned that he would like to plan one big event per month during the summer, followed by open mic events in the fall.
 - The committee discussed ideas for youth activities
 - Poetry contest
 - Junior poetry event
 - Storywalk on the Riverwalk trail

6. Planning the New Poet Laureate Inauguration/Reception

- The committee confirmed the location and time of the event.
 - Amesbury Public Library
 - Sunday, February 15, 1:00-4:00pm
 - Snow date: Sunday, February 22
- The committee reviewed the details that were discussed at the previous meeting.
 - Program
 - Refreshments
 - Honored guest: Stuart Atkins
 - Bryan Riley has a certificate to present

7. Review of Poet Laureate Support Guidelines to reflect Whittier Home Involvement

- The committee reviewed the guidelines document and proposed to amend sections that mention the Whittier Home Association.
 - See the document draft for specifics.
- Proposed amendments will need to be approved by the Amesbury Cultural Council.

8. Public Comment

- None

9. Matters not reasonably anticipated in advance of the meeting

- Plaque for Bryan
 - The committee acknowledged that there is not enough time to prepare this to be presented at the inauguration ceremony.
 - Presentation of the plaque will occur at a later date.

Adjourn: 7:47pm