

HAMDEN ARTS COMMISSION
MEETING OF SEPTEMBER 7, 2016
MINUTES

Commissioners in Attendance: Cheryl Riello, Donna Elkin, Sandy Schiff, Charles Kortsep, Lois Jason, Nancy Torello, Loraine Brown, Doug Riccio, Ruth Johnson, Dawn Koontz, Jim Brewster, Marita Gargiulo, Janet Hunter, Tracy Nista

Commissioners Excused: Ricardo Henriquez

Guests: Legislative Council Representatives Marjorie Bonadies and Austin Cesare, Former Arts Commissioner George Moore

Others in Attendance: Auxiliary Member Steve Graham, ARC Director Mimsie Coleman, Commission Clerk Gerry Tobin

Presentation to Mimsie Coleman.

Commissioners had a celebration in honor of Mimsie Coleman since this was the last Arts Commission meeting before her retirement.

Call to Order

Ms. Jason called the meeting to order at 7:20 p.m.

Approval of Minutes

Ms. Brown made a motion to approve the minutes of the July 6th meeting. Ms. Elkin seconded the motion. The vote was unanimous in favor.

Treasurer's Report

Mr. Kortsep reported balances of \$34,006.83 in the Gift Fund, \$21,000.32 in the Saturday Series Account and \$81,385.84 in the Hereld Fund. Town line account reports are in the handout.

Ms. Coleman pointed out that there is an extra \$47,000 in the Special Projects account that will go toward the salary expense in the future.

The Arts commission was able to secure a grant in the amount of \$8,000 toward the tile project at Villano Park.

There was discussion on the fact that the entire Arts Recreation and Culture budget amounts to 1/2 of 1% of the Town's annual budget, and the Arts Commission's budget is 1/10th of 1% of the annual budget. Ms. Johnson mentioned that the donations received by the Commission are a real testimony to the appreciation of the townspeople.

Old Business

Summer Concerts

Discussion ensued regarding this year's summer concerts. Tribute bands were also discussed.

Evaluation

The Commissioners agreed that the 2016 concert series was excellent and very well received.

Sponsorships/revenue/costs

There was discussion on the hospitality donations and a breakdown of the donations was requested. Ms. Schiff was able to get \$25 gift cards from BJ's North Haven, BJ's Wallingford, Costco Milford and Costco Waterbury. She pursued Big Y, and they got in touch with her at the end of the season and offered us ten cases of spring water, of which we took six. Walgreen's gave us four cases of water, and one of the CVS stores also gave us four cases of water. She pursued big Y and they got in touch with us at the end of the season and offered us 10 cases of spring water, and we took six. Ms. Schiff asked for donations everywhere she went. DiBella gave us sandwiches valued at about \$50. \$50 gift certificate was also received from Shop Rite. Ms. Schiff said in addition to the donations, she spent \$147.99. We also had pizzas from three places.

Mr. Moore suggested that we need a Standard Operating Procedure for hospitality. Mr. Riccio said he can help with donations because he has a lot of contacts.

There was additional discussion on the hospitality process. Mr. Brewster said from a business perspective, it would be a good idea to be mindful of the value of the donations.

Ms. Coleman said we keep track of our revenue and expenditures but we need to add information regarding donations and how many people attend. Ms. Johnson compared the audience to a Norman Rockwell picture of what America looks like. She is very proud of this Commission.

Ms. Coleman distributed a report of this year's expenses. The charges from the Clarion are not included. \$5,609 is the total she has right now, but the bill is incomplete. There is enough in the vendor line to pay the Clarion bill.

Haiku Happening – Ms. Gargiulo said we received 30 entries consisting of 82 Haiku. About 12 of them were really good. Open mike will begin at 6:30 p.m. Ms. Martindale will organize and get things set up during the day, but has a class in the evening. Ms. Gargiulo needs help at 5:00 p.m. She mentioned that there are 20 Haiku books in the Library, and they will make up a display table. Mr. Riccio can supply a sound system. Ms. Gargiulo said she has three judges lined up. One is in charge of the Haiku Circle and another is with a poetry group. Ms. Jason said the English Department at the High School might be interested. We will have water and ask Commissioners to bring desserts. We want Ms. Gargiulo to feel comfortable that things will be taken care of. There are three awards, \$25, \$50 and \$100. Mr. Kortsep will write the checks tonight. Ms. Jason, Ms. Elkin, Ms. Johnson and Ms. Schiff volunteered to help.

Silverbells - December 3, 2016 - Ms. Coleman will order the carousel. There was discussion on face painting. The puppet show is booked and will take place at 2 or 2:30. The Parks Department will do a large part of the set up. Ms. Coleman will order the second tent.

Poet Laureate – Mr. Dousky has agreed to teach workshops at the Hamden High School and maybe give a workshop for the public. We should have another event with him, perhaps at Best Video. Maybe we could collaborate with the Library. Ms. Coleman will try to find a date.

Sunday Series Meeting/Saturday Series Meeting

Saturday Series - The committee will meet at 1:00 on Friday afternoon to discuss this season's programs. (Ms. Hunter and Ms. Johnson)

Sunday Series – committee will meet on Tuesday at 3:45 p.m. in the Arts Commission Office to

plan this season's programming. (Ms. Schiff, Ms. Gargiulo, Ms. Riello, Ms. Jason)

New Business:

Discussion of future Arts Coordinator position

Ms. Coleman said we still don't know what is happening with her position. Will it be part or full time? The Personnel Department is coming up with a job descriptions for arts and one for recreation. Ms. Coleman noted that the recreation position doesn't have to go before the Legislative Council because it is in the budget. The Arts Coordinator position is not in the budget. Mr. Brewster and Mr. Riccio have expressed interest. The Mayor can send a request to Council at any time. Alice has been approved to be in the office until the next Coordinator is on Board.

Ms. Schiff read an email that she wrote to Mayor Leng and his response, reminding him that this was Ms. Coleman's last meeting, and asking that Arts Commission Members have input on the selection of her replacement.

Cultural Resource Directory – Ms. Coleman wants to bring Ms. Elkin and Mr. Kortsep together to bring them up to date regarding the cultural directory. Susan Riello wrote up all of the entries that we sent her and is now working full time at Quinnipiac. Ms. Riello explained that page has to have the same format as the web site so it can be pasted in. She will ask her daughter to look them over for grammar etc. Ms. Coleman's office assistant Alicia can only work 19.5 hours and only until the new coordinator is appointed. There will be a meeting when Mr. Kortsep returns from his vacation.

Documents, Inc. Ordinance – Ms. Coleman distributed copies of the Arts Commission's founding ordinance.

Mission Statement – Ms. Coleman read the Commission's mission statement, which says the the Commission should serve as a catalyst for arts in the community and work with other arts organizations.

Ms. Johnson gave a synopsis of the National Night Out Event – She said it is a beautiful Park, and we had tremendous police presence. The federal attorney general spoke. Chief Wydra was in attendance. Eric Nyquist was also present. Ms. Coleman organized the tile project in which 110 4th graders from the neighborhood participated in making a tile. They worked with P.S.A.C.E and an art teacher at Hamden High School, as well as Eric Nyquist. Ms. Coleman was successful in being granted an \$8,000 grant. Ms. Johnson said the neighborhood is very proud of the project. Ms. Coleman would like to use the remaining funds to obtain a plaque that will withstand weather to list all of the organizations that contributed.

P.L.A.C.E. is now without a home. Their current space is not handicapped accessible and there are other problems. Ms. Chavoya is still working with the town to get going on the barn. There was discussion on space that P.L.A.C.E. might be able to use.

Ms. Elkin and Ms. Dozier will help Ms. Jason at the Whitneyville Fall Festival on September 10th. Ms. Torello and Ms. Schiff and Mr. Graham might also assist.

Jobs in Budget

Coordinator's Report – covered elsewhere in these minutes.

New Business/Ideas

Good & Welfare

November 4th was chosen for a pot luck supper at Ms. Coleman's house.

Subway is offering grants to non profits and mentioned doing things for the arts. The application deadline is coming up in October or November. There was discussion on grant writing.

Mr. Graham presented Ms. Coleman with a “congratulations on your retirement note” signed by signed by Nick Fratiani.

Ms. Nista made a presentation to Ms. Coleman on behalf of the Commission including a photograph taken at one of the concerts and a memorial brick for the Rotary Pavilion.

Adjournment

Ms. Jason made a motion to adjourn. Ms. Gargiulo seconded the motion. The vote was unanimous in favor. The meeting adjourned at 9:10 p.m.

Submitted by:

Gerry Tobin, Commission Clerk