

Somers Cultural Commission  
Minutes of Sept. 12, 2016 Meeting

Meeting called to order at 7:05 PM

Present: D. Fraro, P. Jones, A. Levesque, K. Worcester, G. Lockwood, S. Grabierz,

Guest: A. Murphy

Secretary's Report: Reviewed and accepted.

Treasurer's Report: Not available at time of meeting.

- a) Bills ó none received

Correspondence:

- a) A thank you note was received from the Windham Concert Band thanking us for the opportunity to play at our summer concert program.

Old Business:

Summer Concerts ó Discussion centered on the increase in expenses (ie. Performers fees, High school maintenance fees) vs revenue taken in to support the concerts and other Commission events. This includes money received through the Fundraising Campaign and donations received from those attending the events. A suggestion was made to have the sub-committee look at options that could bring revenue and expenses more in line. Options suggested included reducing the number of concerts, negotiating fees to use alternate locations, or moving to another venue such as Kibbe Fuller School. After the meeting I (S. Grabierz) contacted Ann Logan at Town Hall and asked about the availability of Kibbe Fuller School. She said ¼ of the building is secured for Emergency Response Center. There wouldn't be enough room to accommodate everyone.

Piedmont Art Show ó Neil asked for assistance with sitters for the show. A signup sheet was passed around. P. Jones agreed to contact those Commission members who couldn't make the meeting to see if they could assist in filling any gaps in the schedule. Neil also asked for donations to the Sept 18<sup>th</sup> reception. Neil will determine what additional items are needed and purchase. Neil noted he will also need volunteers to help set up the Reception food table, someone to monitor the table and surrounding area during the reception, and assist with cleanup after the reception. A. Levesque initiated a conversation with a reporter from the Hartford Courant to do an article on the Art Show. G. Lockwood will work with the reporter to get information to him.

Publicity Review: G. Lockwood provided an overview of the various initiatives taken to publicize the Commission events. In addition to flyers, newspaper articles, and facebook updates, Ginny will continue to work with Town Hall to get event information on the Town's web page. The Commission website will be updated after the Art Show on the "chalk board" to suggest anyone needing information on Commission events go the Commission Facebook page or the Town website. The Stafford Art Society would like to work with us in doing some cross promotion on events. G. Lockwood will continue to pursue with Society representatives.

Piedmont Coffeehouse:

All contracts were signed and returned (with W-9's) with the exception of one. After several attempts to secure the contract A. Levesque is going to contact the representative and let him know we need to move forward and secure another group for that slot (November). There was some discussion on refreshments being served at the Coffeehouse. The sub-committee will convene to review possible changes to the refreshments. This includes: reducing the quantity provided, possible purchasing something like donuts holes from Dunkin Donuts, or charging for the refreshments including

coffee/tea. The other issue is similar to what was discussed for the summer concerts. Identifying additional ways to bring in more revenue to support the event in addition to the Fund raising campaign.

Photography Show: Nothing new to report.

New Business:

Election of Officers ó Given there was only one Commission officer at the time of the meeting, it was imperative that we elect a Chair and Secretary to assist with commission activities. P. Jones nominated A. Levesque for Chair. It was seconded by G Lockwood and unanimously approved by the Commission. A. Levesque nominated P. Jones for Secretary and seconded by D. Fraro. The Commission unanimously approved the nomination. S. Grabierz will continue as Treasurer. These appointments will start with the October meeting and continue until the June meeting when (according to the by-laws) Election of officers should occur.

Sub-Committees ó S. Grabierz opened the discussion of having more cross training on various activities needed to support the Commission events. There was a consensus from the group that this was something to consider within each sub-committee. S. Grabierz will document (to the best of her ability) all the steps currently in place to support a given event. This will then be given to the sub-committee chair for review/comment/change/update. S. Grabierz will make herself available to explain the various steps currently being used to those individuals assuming these responsibilities.

Adjournment: A. Levesque moved that we adjourn the meeting. It was seconded by G. Lockwood. The meeting adjourned at 8:30 PM .

Next Meeting: Town Hall will be closed Oct 10 due to the Columbus Day Holiday. The meeting will be moved to Monday, Oct 17, 2016 7:00 PM

Respectfully Submitted  
Sandra Grabierz