

**GLASS TOWN CULTURAL DISTRICT STEERING COMMITTEE
MINUTES OF APRIL 17, 2019**

Location: Sandwich Public Library – 3:30 pm

Present: Katie Campbell, Charleen Johnson, Paula Johnson, Joanne Lamothe, Jeanne Prendergast, Lee Repetto, Rob Vinciguerra, Ralph Vitacco

Absent: Joanne Westerhouse

Guest: Anne Scott Putney, Heritage Museums and Gardens

Call to Order: Chair Jeanne Prendergast called the meeting to order at 3:30 pm

Approval of Minutes of March 20, 2019 Meeting: Charleen Johnson moved to accept the minutes with corrections to the Friends' fund balance, seconded by Ralph Vitacco. Approved. seconded by Joanne Westerhouse. Approved.

Financial: No change in general funds held by town - balance \$95.

MCC Incentive Grant funds on hand: \$5,000

Friends Account:

Starting balance: \$4,391.98

Expense -150.00 Meghan Carmichael – Arts Week Program

Ending balance: \$4,191.98

Total: \$9,286.98

Agenda Items Submissions: Jeanne Prendergast requested that all agenda items be forwarded to her on the Monday the week before the next scheduled meeting.

Public Art Project Discussion:

Items discussed:

- RFP draft: Katie Campbell submitted a draft of the RFP Call to Artists. Joanne sent the draft to Frank MacDonald for his review. Ralph will update Doug and Jeanne will schedule a meeting with Bud Dunham to update him on the process.
- Will Glass Town own the art work after temporary installation concludes.
- Should temporary installation be for 2 or 3 year duration
- What funds will need to be set aside for maintenance and marketing related to the project
Discussion included adjusting the budget to accommodate a set aside for maintenance, marketing and repair.
- Selection criteria was considered including possible makeup of the committee which would include representation from GTCD Committee, Selectmen, Arts Alliance, Historical, Chamber, Schools, Bernice Wahl.
- A timeline needs to be created to determine schedule to appear before Old King's Highway Committee and Historic Commission. Ralph will look into their meeting schedule and requesting GTCD appear on their respective agendas.

Trolley Events:

There are 4 trolley reservations still outstanding. We will schedule October 26, 2019 for a Haunted Cemetery event. Joanne Westerhouse requested the trolley be secured by the Arts Alliance for their Adirondack chair fundraiser tour to view the chairs at various sites around town. **MOTION:** Moved by Katie Campbell and seconded by Charleen Johnson to reserve the trolley for the Arts Alliance Adirondack Chair tour at a cost to the Alliance of \$1,000. Approved unanimously.

Katie Campbell moved and Charleen Johnson seconded the motion to adjourn the meeting at 4:55 pm.

Respectfully submitted,

Joanne Lamothe, Library Director

**TOWN CLERK
TOWN OF SANDWICH**

JUN 11 2019

**11 H 05 M 4 M
RECEIVED & RECORDED**