

GLASS TOWN CULTURAL DISTRICT STEERING COMMITTEE

MINUTES: AUGUST 18, 2021

LOCATION: Town Hall Auditorium

3:30 P.M.

TOWN CLERK
TOWN OF SANDWICH

SEP 20 2021

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RECEIVED & RECORDED

Present: Charleen Johnson, Paula Johnson, Jeanne Prendergast, Rob Vinciguerra, Lee Repetto
Absent: Joanne Lamothe, Katie Campbell, Diane Scharf, Anne Scott-Putney, Ralph Vitacco
Guests: Leanne Drake (for Ralph Vitacco), Jaime Costa (Enterprise writer)

Call to Order: Chair Jeanne Prendergast called the meeting to order at 3:40 pm.

Approval of Minutes of July 21, 2021: Tabled. Quorum required.

Financials:	Funds held by Town:			
	General funds	\$	95	
	MCC Incentive Grant funds		10,000	
	VSF grant		1,500	
	Total held by Town			\$11,595.00
	Friends Account:			
	Balance as of 7/21/21	\$	5,085.94	
	Income:			
	Bank interest		.11	
	Expenses:			
	Michael Magyar		135.00	
	Chamber membership		175.00	
	SandwichFest booth		75.00	
	Dunbar, deposit		500.00	
	Current balance, Friends acct.			\$ <u>4,201.05</u>
	Total, Combined Accounts			\$15,796.05

Due to the fact that there wasn't a quorum present, no votes could be taken. However, discussion did continue on a number of items.

Unveiling ceremony:

Unless expenses are reduced, we will be operating at a deficit.

Jeanne has cut costs at Dunbar's for the reception.

She is awaiting word from Ralph Vitacco regarding availability of \$500 in town funds.

Jeanne suggested that, at the end of our presentation to the Selectmen on September 16, we



indicate to them that we would like to be included in receiving some of the funds that will be coming to the Town from the State through the American Recovery program. Paula suggested we also include a formal letter to that effect in the Selectmen's meeting packet that evening.

Sandwich Community TV, via Paula Johnson, has agreed to pay for the signage in front of the display, thus eliminating a \$1000 item from the event budget.

Katie Campbell has received the cost information for the packaging of the ornaments: .91 cents per item. Total cost for packaging materials = \$181.25

The e-invites have gone out, thanks to Jeanne and Anne. 74 invitations total.

Publicity: Sandwich Enterprise, Cape Cod Times (Kathy Driscoll – Jeanne will contact her), social media, WCAI, Kevin Sullivan (Jeanne will contact him).

The program timeline:

Set up – 3:30-4:30 pm – including sound setup. Rob Vinciguerra will locate 10 folding chairs.

All Steering Committee members need to be there by 4:30 pm

Unveiling – 5:00-5:25/5:30 pm – Jeanne reviewed the order of the unveiling, including the speakers. Formal name of the sculpture: Glasshouse – Past and Future, so named by the artist Michael Magyar.

Paula Johnson will order the unveiling cloth.

Jim Ellis has agreed to perform at the event for \$150.

Reception – 5:30-7:30 pm

SandwichFest:

Saturday, October 2 – 10:00 am-4:00 pm

Volunteered to man the booth: Jeanne Prendergast, Lee Repetto, Charleen Johnson. Others will be needed.

Ornaments:

It was suggested that we decrease our initial order of both paper weights and sun catchers from a quantity of 100 to a quantity of 50 each.

Meeting with Selectmen:

Thursday, September 16 at 7:00 pm.

Besides reviewing the unveiling ceremony and thanking them for their assistance in helping bring the project to fruition, and the American Recovery funds, it was suggested we briefly inform them of our vision going forward: re-opening of the Grist Mill and the Hoxie House, our interest in the future of the Deacon Eldred House, be a part of the town virtual tour.

Graveyard event:

Since all the work is done (script, etc.), the committee thought it would be a good thing to do again this year. Paula will contact the actors to see if they are available and willing. Subject will be discussed at the next meeting.

A Special Meeting will be called for next Wednesday, August 25, at 3:30 pm to vote on the disbursement of funds needed for the unveiling.

There was no vote to adjourn.

Respectfully submitted,

Charleen L. Johnson

Charleen L. Johnson
Secretary