

Town of Putnam

Arts Council – Meeting Minutes

Town Clerk - Putnam CT

Community Room 112
Monday, March 13th, 5:30 PM


2023 MAR 16 P 12:48

Join Zoom Meeting:
<https://us06web.zoom.us/j/83200850352?pwd=NjNyNHZjbVBXQk9uQ3pkck1XK1lxQT09>

Meeting ID: 832 0085 0352

Passcode: 52w28u

1. Roll Call

Chairman opened the meeting at 5:31pm
ECD Director Carly DeLuca, Chair David Sullivan, Vice-Chair Laura Moorehead, Beth Johnston, Elaine Turner, and Julie Reid.
Zoom attendees: Kat Dunton Farnsworth, Jamie Soroka and Jackie Lefevre.
Absent: Karen Osbrey and Anthony Foronda.
2. Approval of Meeting Minutes*

i. February 27th: Laura motioned to approve the February 27th meeting minutes, seconded by Elaine, motion passed.
3. Reporting of Expenditures

Expenditures were reviewed. Western States Arts Federation expenditure went through.
4. Communications

Laura reported the opening at Loos Gallery went well and was well attended.

 - i. Email List: Two excel spreadsheets are being developed: one combines all lists, the other is for contacting artists and artist groups for the festival.
5. New Business
 - i. Fine Arts and Crafts Festival
 - a. Call for Artists: 10 applications received to date. Discussion ensued on booth images. Wording is clear enough on the application concerning booth images. Question was brought up, should booth sharing be encouraged? Consensus was yes.
 - b. Advertising/Marketing Plan: Laura reported Facebook and Instagram have been utilized. Chase Graphics to print 100 posters to be displayed at various locations. Upon discussion, ads should begin shortly in major publications ie. The Bulletin, Providence Journal, in addition to local papers, websites and WINY Radio. Pricing options to

be gathered. Bumper Stickers/Decals – consensus was decals may be the better option, pricing is being researched.

- c. Exhibitor Guide: No update
- d. Volunteers: Karen has a list of volunteers. David reached out to the Woodstock Academy National Honor Society and will have volunteers from the group.
- e. Town/Accounting: ECD Director working with Town Finance Department to set up PayPal account.
- f. Food: Food Trucks, runner to Renee's Bistro and Catering, Listing of local restaurants on website.
- g. Music: Julie has musicians' line-up to play at the event. W-9 forms will be emailed to Julie to pass along to musicians.

Items to add to coming meeting agendas: Discuss changing Arts Council Logo, new back-drop for website, booth fees etc.

- | | | |
|------|----------------------|---|
| ii. | Old Business | None |
| iii. | Updates | None |
| iv. | Public Participation | None |
| v. | Adjournment* | Beth motioned to adjourn, seconded by Laura, ayes have it, motion approved. Meeting adjourned at 6:48 pm. |

*Vote Required