

Town of Putnam Arts Council Meeting Agenda

**The Putnam Arts Council will hold a regularly scheduled meeting on
Monday, January 22, 2024, at 5:30pm
In person at Putnam Municipal Complex, 200 School Street, Putnam, CT
Community Room 112 or
via Zoom at**

<https://us06web.zoom.us/j/82279051044?pwd=OeK14Kcnyhc1w6obbfOpdrDwAU8Udr.1>

**Meeting ID: 822 7905 1044
Passcode: 9BUiRx**

1. Roll Call:
2. Approval of Meeting Minutes – December 18, 2023*
3. Report of Expenditures – December 2023
4. New Business:
 - I. Introduction of New Economic & Community Director
 - II. Art Heist 2024
 - a.) Donation Update
 - b.) Ticket/Sales
 - c.) Event
 - II. Arts and Crafts Festival 2024
 - a.) Subcommittee Updates:
 - i. Marketing
 - ii. Call/email list/duration
 - iii. Music/Food/Drink
 - III. Art Council Members:
 - a.) Newly Appointed Council Member:
 - b.) Chair/Co-Chair Nominations 2024*
 - II. Old Business: I. Corridor Gallery
 - a) Laura Salo Jan 4
 - b) Upcoming Shows
6. Public Participation:
7. Adjournment*

*Vote Required

Town of Putnam	
Arts Council – Meeting Minutes	
Meeting Room 112	
Monday, December 18, 2023, 5:30 PM	
Zoom: https://us06web.zoom.us/j/88319769671?pwd=PbuUKRYLI73VotgfSf5N1gVCrbwbT.1	
Meeting ID: 883 1976 9671	
Passcode: MLYD2r	
	Chair opened the meeting at 5:35 pm
1. Roll Call	Chair David Sullivan, Co-Chair Laura Moorehead, Annie Joly, Elaine Turner, Beth Johnston, Interim ECD Director Delpha Very and ECD Administrative Assistant Jackie Lefevre. Carmine Angelino observed. Absent: Julie Reid and Jaime Soroka
2. Approval of Meeting Minutes*	November 27 th : Laura motioned to approve the meeting minutes as presented, seconded by Annie. Elaine abstained. Motion passed
3. Reporting of Expenditures	Expenditures report for November 2023 was reviewed.
4. New Business	i. Art Heist: a. Location and Date, Call and Marketing, Ticketing, Artist Outreach: Event approval by the Board of Selectmen (BOS) required - Jackie to follow-up. Location: Laura contacted the owner of 112 Main Street building; he is ok with the event being held there and is requires a certificate of insurance from Town. Date: Saturday, March 9th 2024 starting at 5pm. Call and Marketing: call to Artists as soon as event approval of BOS. Marketing: Various types of marketing strategies were discussed. Tickets to be designed by Laura. Tickets to be discussed further at the January meeting. Labels on art pieces would display name of artist, media and value of the piece. \$ 50 value of art was deemed and should be an original or at least a limited-edition print. Art pieces dropped off by February 22nd at Saw Mill Pottery. Looking into Micheal Deary as MC. Arts N Framing and Jewett City Savings Bank also offered to display artwork as a preview. ii. Arts and Crafts Festival 2024 a. Sponsorships i. Letters: Chair inquired how letters were going. Delpha requested clarification and will compose. ii. Outreach: needs to go out as early as possible. b. Subcommittee Updates i. Marketing: ii. Call/email list/duration: Call: January 1st to March 31st 2024 is start; April 20th rolling acceptance, May 20 Artist deadline and May 22nd last day to pay or receive refund. Email list: Jamie, Laura, and Beth iii. Music/Food/Drink: Laura reported Julie is in charge and is making progress. Scholarship/Grant: \$ 500 for 2 scholarships to be divided between two Putnam students. A \$ 500 grant to be awarded to a local business. Arts Council Members: a. The chair reminded members January will be officer nominations for 2024. Plan now for nominations.

TOWN CLERK - PUTNAM CT

2023 DEC 23 A 12:01

	b. Karen Card/Gifts: Jackie passed around two cards for members to choose from. Upon choice all that were present signed. David and Jackie to bring card and gift in person to Karen, once everyone has signed.
5. Old Business	
	i. Corridor Gallery: a. Laura Tedeschi: her artwork was very well received, 7 pcs sold. Display scheduled to come down January 4, 2024. b. Laura Salo: January 4th, her artwork, quilted banners on dowels, will be displayed. c. Upcoming Shows: none reported Elaine Turner reported on ribbon cutting for the Box Car Children wall paintings on South Main Street.
6. Public Participation	None
7. Adjournment*	Laura motioned to adjourn, seconded by Beth, meeting adjourned at 6:57pm.

*Vote required

Account Detail

File Actions Help

Close

Budget Control Group

All

Account Type

☐ Exclude Inactive Accounts

Apply

Clear

Export To

Account	Description	Account Type	Active	Budget Control Group	Budget	YTD Transactions	Balance	Encumbrance	Budget Balance	Pre Encumbrance	Pending Invoices
2872.00.0000.10200.00000	Cash Balance for Fund	ASSET	☐		\$0.00	\$10,359.40	(\$10,359.40)	\$0.00	(\$10,359.40)	\$0.00	\$0.
2872.00.0000.20200.00000	Accounts Payable	LIABILITY	☐		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.
2872.00.0000.34000.00000	Fund Balance - Unassigned	FUND BALANCE	☐		\$0.00	(\$7,470.94)	\$7,470.94	\$0.00	\$7,470.94	\$0.00	\$0.
2872.00.0000.49100.00000	Interfund Transfers	REVENUE	☐		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.
2872.00.0000.59900.00000	Fund Transfers Out	EXPENDITURE	☐		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.
2872.41.4173.10200.00000	Arts Council Fund Balance	ASSET	☐		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.
2872.41.4173.20200.00000	Arts Council AP	LIABILITY	☐		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.
2872.41.4173.44867.00000	Arts Council Revenues	REVENUE	☐		\$0.00	(\$3,250.00)	\$3,250.00	\$0.00	\$3,250.00	\$0.00	\$0.
2872.41.4173.56100.00000	Arts Council Expenses	EXPENDITURE	☐		\$0.00	\$361.54	(\$361.54)	\$50.00	(\$411.54)	\$0.00	\$0.

\$0.00	\$0.00	\$0.00	\$50.00	(\$50.00)	\$0.00	\$0.
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View Account Detail

Actions Help

Account Code
2872.41.4173.56100.00000

Type
EXPENDITURE

Description
Arts Council Expenses

YEAR TO DATE TOTALS

Budget	\$0.00	Encumbrance	\$50.00	Pre Encumbrance	\$0.00
Opening Balance	\$0.00	Budget Balance	(\$411.54)	Pending Invoices	\$0.00
YTD Transactions	\$361.54			Uncommitted Budget Balance	(\$411.54)
Unexpended Balance	(\$361.54)				

Entry Date

Apply

Clear

TRANSACTION JOURNAL BUDGET JOURNAL PURCHASE ENCUMBRANCE PAYROLL ENCUMBRANCE NOTES

Date	Account	Line Memo	Balance	Debit	Credit	JE Number	Line	Reference	Journal	Voucher Number	PO Number	Invoice Number
1	01/10/2024 2872.41.4173.56100.0000	Arts Council Expenses- Bean Soup Ad - Volume 28,1	\$140.00	\$140.00	\$0.00	2965	51		Accounts Payable	1361	20240909	12152023
2	12/11/2023 2872.41.4173.56100.0000	Jackie P-Card Wix.Com LTD	\$17.35	\$17.35	\$0.00	2998	1		Adjusting	0	0	
3	12/21/2023 2872.41.4173.56100.0000	Jackie P-Card Wix.Com LTD	\$204.19	\$204.19	\$0.00	2999	1		Adjusting	0	0	

\$361.54 \$361.54 \$0.00

Mode: View (1 of 1)

Putnam Arts
Council's

Art Heist



Join in the Fun and Help us Support the Arts in Putnam! **We're having an Art Heist!**

What is an "Art Heist" and how can you help? Step one, we need artists like you to donate a piece of art worth \$50 or more. Then, we sell tickets to art enthusiasts for the Heist event. Names of the guests are selected randomly and the lucky ticket holders can "steal" their favorite artwork off the walls in the order that their name is drawn. Everyone goes home with artwork equal to, or greater than, the value of their ticket price!

This is a wonderful opportunity to share your artwork with new collectors (displayed in many Putnam locations prior to the Heist). All proceeds from your generosity will go towards supporting local artists and art-based businesses through scholarships and grants. Your artwork donation must be valued at a minimum of \$50 (cost of the ticket) and can be any subject matter, media and theme. We urge artists to submit their best representation of their talent as the ticket holders will be competing to own the best!

Visit PutnamCtArtsCouncil.com/art-heist for more info

There's something for everyone in Putnam – Small Town. Big on Art.

Art Heist: March 9, 2024, 5:00-8:00 pm

At the Montgomery Ward Building, 112 Main Street, Putnam, CT



This is your license to
steal at the first annual

Putnam Arts
Council's

Art Heist



March 9, 2024

5:00-8:00 pm

Montgomery Ward Bldg
112 Main Street, Putnam, CT
Refreshments provided

DO NOT LOSE THIS TICKET
It is your identification
number for the Heist: **01**

01

This is your license to
steal at the first annual

Putnam Arts
Council's

Art Heist



March 9, 2024

5:00-8:00 pm

Montgomery Ward Bldg
112 Main Street, Putnam, CT
Refreshments provided

DO NOT LOSE THIS TICKET
It is your identification
number for the Heist: **06**

06

This is your license to
steal at the first annual

Putnam Arts
Council's

Art Heist



March 9, 2024

5:00-8:00 pm

Montgomery Ward Bldg
112 Main Street, Putnam, CT
Refreshments provided

DO NOT LOSE THIS TICKET
It is your identification
number for the Heist: **02**

02

This is your license to
steal at the first annual

Putnam Arts
Council's

Art Heist



March 9, 2024

5:00-8:00 pm

Montgomery Ward Bldg
112 Main Street, Putnam, CT
Refreshments provided

DO NOT LOSE THIS TICKET
It is your identification
number for the Heist: **07**

07

This is your license to
steal at the first annual

Putnam Arts
Council's

Art Heist



March 9, 2024

5:00-8:00 pm

Montgomery Ward Bldg
112 Main Street, Putnam, CT
Refreshments provided

DO NOT LOSE THIS TICKET
It is your identification
number for the Heist: **03**

03

This is your license to
steal at the first annual

Putnam Arts
Council's

Art Heist



March 9, 2024

5:00-8:00 pm

Montgomery Ward Bldg
112 Main Street, Putnam, CT
Refreshments provided

DO NOT LOSE THIS TICKET
It is your identification
number for the Heist: **08**

08

This is your license to
steal at the first annual

Putnam Arts
Council's

Art Heist



March 9, 2024

5:00-8:00 pm

Montgomery Ward Bldg
112 Main Street, Putnam, CT
Refreshments provided

DO NOT LOSE THIS TICKET
It is your identification
number for the Heist: **04**

04

This is your license to
steal at the first annual

Putnam Arts
Council's

Art Heist



March 9, 2024

5:00-8:00 pm

Montgomery Ward Bldg
112 Main Street, Putnam, CT
Refreshments provided

DO NOT LOSE THIS TICKET
It is your identification
number for the Heist: **09**

09

This is your license to
steal at the first annual

Putnam Arts
Council's

Art Heist



March 9, 2024

5:00-8:00 pm

Montgomery Ward Bldg
112 Main Street, Putnam, CT
Refreshments provided

DO NOT LOSE THIS TICKET
It is your identification
number for the Heist: **05**

05

This is your license to
steal at the first annual

Putnam Arts
Council's

Art Heist



March 9, 2024

5:00-8:00 pm

Montgomery Ward Bldg
112 Main Street, Putnam, CT
Refreshments provided

DO NOT LOSE THIS TICKET
It is your identification
number for the Heist: **10**

10

CALLING ALL ARTISTS

Putnam Fine Arts & Crafts FESTIVAL

June 22 & 23, 2024

Applications now being accepted for
this exciting new juried art show.

Deadline: March 30, 2024

Apply via CaFE or visit
putnamctartscouncil.com/art-festival
for application and details.



SPONSORED BY



**Putnam
Arts Council**

**Small town.
Big on Art.**



June 22 & 23 • Art, Music & More • 200 School Street, Putnam

CALL FOR ARTISTS



**SATURDAY & SUNDAY
JUNE 22 & 23, 2024**

PutnamCtArtsCouncil.com/art-festival