

SOMERS CULTURAL COMMISSION Minutes for Monday, June 11, 2018 Regular Meeting

Chairperson Ann Levesque called the meeting to order at 7:00 p.m.

Members in Attendance: Pat Bachetti, Dan Fraro, Sandra Grabierz, Ann Levesque, Gail Tishler, Dawn Whalen, Kathy Worcester Guest: Ann Murphy

MEMBERSHIP LIST:

Ann Levesque distributed an updated membership list for the Somers Cultural Commission including volunteers who regularly participate.

SECRETARY'S REPORT:

Chairperson Ann Levesque presented the minutes for the May 14, 2018 meeting. Member Pat Bachetti made a motion to approve the minutes for May 14, 2018 and the motion was seconded by Sandra Grabierz. Minutes were unanimously approved.

TREASURER'S REPORT:

A Profit and Loss Statement was presented by Treasurer Sandra Grabierz. Updated information was provided for the revenue and expenses as of May 31, 2018. A clarification was made that the \$2,500.00 budget for the Cultural Commission from the Town of Somers was listed under Other Revenue. Dawn Whalen made a motion to accept the financial report as presented and the motion was seconded by Kathy Worcester. Members unanimously approved the financial report as presented.

A bill was presented for payment for \$309.95 for 10 additional chairs for Piedmont Hall purchased by Sandra Grabierz. Dan Fraro made a motion to approve the bill payment which was seconded by Gail Tishler. The bill payment was approved unanimously by the members. Sandra did research to locate the same chairs as purchased two years ago so they would match. The chairs will be delivered to the Town of Somers Department of Public Works on Egypt Road and then placed at Piedmont Hall.

OLD BUSINESS:

PUBLICITY:

Publicity for the Summer Concerts is in process. Ann Levesque shared a flyer which was designed for the upcoming Franco Corso Concert on July 1, 2018. The Somers Cultural Commission Facebook page is updated regularly with upcoming events and announcements.

BENEFIT CONCERT:

The Franco Corso Benefit Concert on Sunday, July 1, 2018 is on track with all contracts signed and terms completed. Funds raised from this event will contribute to the improvement of sound for all of the Cultural Commission concerts to enhance guest enjoyment. Publicity has been initiated to make the public aware of this special Sunday event. Ann Levesque met with Sean from Sound Direct Events and toured the High School and the Gazebo to determine what equipment will be needed to provide the best sound quality. The entertainer and the sound company will be on site at 4 p.m. the day of the event to set up and test the sound system. It was noted that in the event of a power issue at The Gazebo, there is an outdoor outlet at the Historical Society building which has been utilized in the past. Grants from The Antonacci Foundation and an Anonymous Donor have been secured to help with the funding for this event. Audience members will be asked for a \$10.00 donation. Dan Fraro proposed a half sheet handout for concert goers as a memento of this event.

SOUND SYTEM FOR CONCERTS:

Ann Levesque noted that for most concerts last year the sound was excellent. However, there were three instances where sound was an issue which made it challenging for audience members to enjoy the event. She investigated the possibility of having a professional sound company for the 2019 Concerts and secured a proposal form Sound Direct Events. Members discussed the options and suggested that we monitor the 2018 Summer Concerts to determine sound quality and revisit this item in the Fall.

PHOTOGRAPHY SHOW:

Sandra Grabierz reported on the final budget for the Photography Show. The event was very successful and four photographs were sold. Overall, the show ended with \$300.00 as revenue.

SPONSORSHIP DRIVE:

Dan Fraro and Ann Murphy distributed a list of 2018 Sponsors as of June 11, 2018. Sponsorship is strong this year, but there are several 2017 donors who have not returned forms for 2018. Members were asked to follow up with local businesses and community members to secure additional sponsorship donations for 2018. The final deadline for securing sponsors in June 20, 2018.

CONCERT SERIES PROGRAM HANDOUTS:

Dan Fraro and Ann Murphy distributed a sample full color Program Handout with the events on one side and the sponsors listed on the other side. Commission members opted to print the Program Handouts as a full size two-color sheet to allow for readability. The Program Handouts will be printed by D G Graphics and distribution will begin on June 28th. Dawn Whalen suggested that we print signs with the full concert schedule to place at high traffic locations around town. Ann Levesque will research this option.

SPONSOR SIGNS:

Members agreed to recognize our sponsor donors by providing them with a sign to display in their businesses. Commission members concluded that the sponsorship sign should be an 8.5" x 11" format on light cardboard stock. Sample sponsor signs were presented by Dan Fraro and Ann Murphy. Commission members suggested adding diamond artwork to the Diamond Level Sponsor signs to make them stand out. D G Graphics will print the signs and Ann Levesque will deliver the signs to the businesses.

SUMMER CONCERTS:

The revised schedule for the Summer Concert Series for 2018 and the Piedmont Hall Concerts for 2018 - 2019 was distributed to members. The opening concert is Thursday, June 28, 2018 with Jimmy Mazz. Members were reminded to arrive at 5:30 p.m. The schedule for the concert activities was reviewed. Melinda Burnham of the Jazz Dogs Food Truck will be part of the Summer Concert Series this year.

SUB-COMMITTEE FINANCIAL REPORTS:

Ann Levesque presented the budget for the Summer Concerts. Sandra Grabierz suggested adding a dollar amount for Custodian Fees in the event that the concerts have to be moved indoors to the High School.

MISCELLANEOUS:

PHOTO BULLETIN BOARD:

Pat Jones and Ann Levesque have donated bulletin boards to use for photo displays in Piedmont Hall.

NEW LOCKBOX FOR PIEDMONT HALL:

Ann Murphy researched potential punch code lock boxes which would be easier for members to access the Piedmont Hall door key. Dan Fraro made a motion to purchase a Grainger Punch Code Lockbox for \$38.00 plus shipping and handling. The motion was seconded by Sandra Grabierz and approved unanimously.

MEETING DATES FOR SEPTEMBER AND OCTOBER:

Ann Levesque notified members that she will be in Europe during the September and October meeting dates and would need someone to chair those meetings. After some discussion, members recommended moving the meeting dates so Ann Levesque would be present. The suggested dates are Monday, August 27, 2018 and Monday, October 22, 2018. Ann L. will check with Ann Logan at Town Hall to see if rescheduling the meetings is an option.

NEW BUSINESS:

FALL 2018 ART SHOW:

Sandra Grabierz reported that Neil Connell has all the plans in place for the Fall Art Show which opens September 16th. Over 500 mailers have been printed and stamped and will be mailed to potential exhibitors the second week in July. A considerable cost savings has been realized as we are able to use the Town Hall postage meter for the mailings. Neil is donating a radio to the Cultural Commission to use for music at the exhibit.

PIEDMONT HALL OCTOBER 14, 2018 FIRST CONCERT:

The Public Works Staff will remove the display panels after the Art Show and bring in the stage, tables, and chairs to set up for the Piedmont Hall Concerts. Bob Hall will arrange for the stage set up and sound system. Pat Bachetti and Kathy Worcester will handle the room decorations. Ann Levesque recommended using artwork and photographs to adorn the walls which was well received at the April Piedmont Hall concert.

SPRING 2019 PHOTOGRAPHY SHOW:

The proposed dates for the Spring 2019 20th Annual Photography Show will be Opening Reception on May 5th with the exhibit running through May 19th. Dawn Whalen recommended planning some special features in recognition of the 20th show.

The next meeting is scheduled for Monday, August 27th at 7 p.m. at Piedmont Hall pending approval from Town Hall.

Dan Fraro made a motion to adjourn which was seconded by Kathy Worcester. The meeting was adjourned at 8:33 p.m.

Respectfully submitted,

Ann M. Murphy, Secretary *Pro Tem*

NOTE: Minutes are not official until approved at a subsequent meeting.