

Mid-Cape Cultural Council - Monthly Meeting Minutes

Approved 11-14-2018

Date/Time	October 10, 2018 6:33 pm
Location	Selectmen's Conference Room, 2 nd floor, Town Hall, Hyannis, MA
Facilitator	Marilyn Heberling, Chair
Prepared by	Kim Rumberger, Vice Chair

Attendees	Initials	Role	Present	Excused Absence	Absent
Marilyn Heberling	MH	Chair	X		
Kim Rumberger	KR	Vice Chair	X		
Rachel Youngling	RY	Treasurer	X	Excused early	
Georgia Kreth	GK	Secretary		X	
Ellen Cliggott	EC	Member		X	
Mary Taylor	MT	Member	X		
Kevin Shanley	KS	Member		X	
Don Knaub	DK	Member		X	
Lynne Belfiore	LB	Member	X		
Sarah Thornington	ST	Member	X		
Martha McClusky	MM	Member	X		

Guest(s)	Mark Hopkins, Lauren Wolk: Associate Director
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Opened Meeting at 6:30 pm.

MH introduced guests Mark Hopkins who is interested in joining the MCCC, and Lauren Wolk, Associate Director of The Cultural Center of Cape Cod (CCoCC). Brief Council member introductions followed.

MH and RY had recently visited the CCoCC and met with Lauren in order to provide outreach to Yarmouth and learn about their outdoor art project. They invited Lauren to our meeting to tell the Council about the CCoCC public art project, which is currently underway. The project is scheduled to dovetail with the concept of creating a "Village Center" with the Chamber of Commerce and Town Selectmen are providing support. Mass DOT will be replacing the intersection of Route 28 & Old Main Street, as well as the Bass River Bridge. Lauren and the CCoCC staff feel outdoor art should play a role. They have identified several potential sites and types of art, conducted meetings and surveys. Because of changes due to the DOT plans their planned Patronicity campaign was cancelled. The Chamber has pledged approximately \$8,000 for a wood and glass statue, created by local artist John Cira, with historic significance. Anticipated costs = \$14,800. Lauren asked the council to provide support to Yarmouth, similar to the support given to the Discovery Walk in Hyannis, as the Council serves both towns. Some discussion ensued regarding creation of a Local Cultural District in Yarmouth. Lauren was interested to find out how Barnstable created a town position to oversee Cultural District matters and support the arts, thinking that might be something that would help Yarmouth. MM agreed to research the Town of Barnstable position and how it came about. Lauren said any type of help will be appreciated, including help with stenciling sidewalks and parking lots, supporting the possible development of a Cultural District, etc. Lauren thanked the group for any support we can offer before leaving.

Approve minutes of September meeting: Motion made, seconded. Passed unanimously.

Treasurer Report:

RY reviewed the September Treasurer's report contained in the "Oct2018TreasReport.xlsx" The \$2,500 grant received from Cape Cod 5 will be reflected on next month's report.

Motion made that Treasurer's report be approved, seconded, approved unanimously.

RY reported upon the amount of funds our council received for 2019 LCC Grant Cycle (\$12,800). The Council must decide whether to set aside up to 5% for our administrative expenses at this meeting, so that the total available for LCC Grants can be finalized and approved. \$58.37 was used for those expenses last year; much less than we thought we needed. Any costs associated with the Discovery Walk came from that designated money. A motion was made to make it \$320, which is 2.5%, and **RY noted that we then had \$13,882 in remaining funds available for granting in 2019. Motion made to allocate this amount to 2018 grants, seconded, approved unanimously.** RY explained that at the November meeting we will also have to decide if we wish to set aside up to 15% of the funds for any of our Council initiatives. Last year we set aside 15% for the Discovery Walk campaign. Discussion ensued about considering part to Discovery Walk, part to CCoCC whether to make a full public commitment

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to the CCoCC outdoor art project. There was concern about the perception at CCoCC that our Council does not support Yarmouth and about making a commitment to support the Yarmouth outdoor art.

RY needed to be excused and asked that we move ahead on the agenda to decide whether we should consider the first three new public art proposals for the Discovery Walk, or all four, as one came in on Monday the 16th. Motion made to consider all 4, seconded, unanimously approved. RY could be reached via phone during the balance of the meeting for any questions about the blind applications.

Media Committee Report -

MH reported she and RY had been featured again on Channel 18 about the Grants, Call to artists, and walk. She questioned whether the Council members felt our call was effective. We used press, social media and our e-mail list. Council members thought it was a really short time for applications. There was a suggestion that council members get a CC any time we send e-mail to our list. Suggestion made that we change our method/medium for generating announcements such as Constant Contact. Our format may need to be different. MT volunteered to look into Mail Chimp, which is free. Use it as a newsletter, call for artists, events announcements, etc.

Discovery Walk Update

- MH still needs a final budget from Eric Kaiser and Mary-Ann Agresti. November 1st is the deadline. Has to be done to get the Engineer's report. She also has information from Clare O'Connor on artists' contracts proposed MOA with town. She will draft such for Project Committee to review.
- MH handed out our grant review ranking form in order to help members consider ranking the 4 new blind applications. A short discussion began about how we are notified about the LCC applications (from newer members) and some discussion about the ranking form itself. Mass Cultural Council notifies each of us via e-mail with instructions and a code to access the panel book. A brief discussion was held about some of the criteria on the ranking form that is not specified in our criteria on the website. EG: non-Cape resident doing an event in Barnstable or Yarmouth. We should consider, not automatically disqualify. Another short discussion about having some time to discuss, not just rank, each application (including these 4 applications for the Walk). Might need to use a timer due to the large number of applications in the LCC. The first time might be difficult for new members. All agreed that the first time is a bit tough but not that bad.

Call to Artists Application blind review

- Motion made to exclude the one application that was from a person who was a non-Massachusetts resident. Seconded, unanimously approved. Left three applications for ranking.
- Application 1 (Sun Compass) scored 4 out of 5
- Application 2 (Mermaid Bench) scored 2.92 out of 5
- Application 3 (Fish Tail Sculpture) scored 2.33 out of 5
- ST moved to choose design #1, LB seconded. Unanimously approved.
 - Suggestion made that we consider the location due to the need for sun, but concern about wetlands/flood plain.
- Other subjects' members propose:
 - MH: MCC suggests the Council conduct a Community Input Survey. Get feedback from grantees, the general community. She asked what method we should use – email? Other? MT suggested Survey Monkey. ST & LB volunteered to get it together for the December meeting.
 - MH reminded everyone that the November meeting is mandatory. All members need to go. We will have a pot luck buffet, and the meeting will start early so we have time to review all the grant applications.

Adjournment: 8:30 pm

Next meeting: November 14, 2018 6:00 pm

Action Items (Note open items will be carried on minutes until closed. Going forward numbering will not repeat)

No.	Action	Status	Owner	Date Raised	Target Date
70	Organize Gdrive and include table of contents.	In process	GK	4/12/17	10/2018
126	Work on Media Strategy	In process	EC/MM	8/2018	10/2018
132	Edit/draft Memorandum of Understanding.	In process	MH/DK	9/12/18	10/10/18
136	Research the Town of Barnstable Arts & Culture Coordinator position and how it came about	Open	MM	10/10/18	11/10/18
137	Look into Mail Chimp for newsletters, announcements, call to artists, etc. rather than plain	Open	MT	10/10/18	12/12/18

No.	Action	Status	Owner	Date Raised	Target Date
	e-mail				
138	Create Community Input Survey using Survey Monkey	Open	ST & LB	10/10/18	12/12/18

Closed Action Items from this meeting. (note closed items will not be carried to minutes of next meeting).

No.	Action	Status	Owner	Date Raised	Closed Date
131	Request artists submit their response to MCCCC Project Management Sub Committee for comment prior to sending to Engineer.	Closed	MH		9/10/18
133	Check on MA Cultural Council Panel Book publication requirements	Closed	GK	9/12/18	10/10/18
134	Check on policy in the event a member is not available to be in person at the grant review meeting	Closed	MH	9/12/18	10/10/18
135	Contact Cultural Center of Cape Cod about the project and potential MCCC support.	Closed	RY	9/12/18	10/10/18

Materials presented at meeting:

- Meeting Agenda October 10, 2018 (presented by: Marilyn Heberling, Chair MCCC)
- Meeting Minutes 09_12_2018_Original.doc (submitted via email by: Georgia Kreth, Secretary MCCC)
- Oct2018TreasReport.xlsx (presented by: Rachel Youngling, Treasurer MCCC)
- Discovery Walk Application #1, #2, #3, #4 (blind application packets presented by: Rachel Youngling, Treasurer MCCC)