

TOWN OF TIVERTON ARTS COUNCIL

Minutes

Monday, November 2, 2015

Town Hall, Tiverton, RI

Present

Barbara Pelletier, P.R. & Fund Raising
Robert Busse, Outreach & Advancement
Deborah Gee, Chair & Secretary
Joanne Donnelly, Treasurer

Absent

Dawn Medeiros

Meeting called to order @ 9:07 A.M.

I. Minutes:

Minutes Accepted

II. Treasure's Report:

- A. J. Donnelly – Balance - \$1535.80
- B. Check to B. Pelletier - \$21.20 ("Community Artists"/RI Red Supplies/Pardon Gray
- C. R. Busse need to submit receipts for web domain name and Social Networking
- D. Reviewed responsibilities of Treasurer
 1. Processing all Contributions (Copies of checks attached to fund raiser letter)
 2. Processing all Invoices (Receipts to Town Treasurer)
 3. Spread Sheet Report for each council meeting (Print out for Secretary to file copies of checks, fund raiser letter, etc.)
 4. Writing all letters pertaining to financial matter of programs the council has voted to participate in, such as requesting donations or prizes for an event and thank you notes)
- E. J. Donnelly will meet with the Town Administrator to check if there are funds available to add to our \$150 to reimburse for doing town activities
- F. Annual Report for 2015 (End of year spreadsheet with written report containing use of funds) Next Fiscal Year Budget Request report (Council reviews on December 7, 2015))
- G. Spreadsheet of possible contributors with contact data (date & contribution info)
 - B. Pelletier (PR & Fund Raiser) will supply information with council members input
- H. Discussed setting up a non-profit
 1. Denise Saurette, Town Treasurer, informed us that donated funds could be held in special account and not placed in general fund (we need clarification)
 2. Susan Gill, Recreation Committee Chair, discuss with the council problems that can occur from not having a non-profit
 3. Council decided to have an additional meeting in November and ask for Denise and Anthony DeSisto, Town Attorney to attend

III. New Business:

- A. WHERE IN TIVERTON ARE YOU??? #2 printing is on hold due to donations still coming in and have to be placed on back of game sheet (Available to public from November, 2015 through December 31, 2015) Awards given during our January 4, 2016 meeting
 1. R. Busse set up the Flyer and will add Logos from sponsors – Twin Rivers and Tiverton Power as of today's date (Voted to add Arts Council Logo)

2. Funds will be used for professional printing of flyer (Still waiting for answers from possible sponsors (R. Busse will handle printing))
3. B. Pelletier brought up buying a printer to save on printing (She will investigate and give us information at the December meeting)
4. Discussion of the need for purpose, review and financials for Annual Report
5. Scavenger Hunt – need name artist to contribute multiples of an object (Objects hidden and when found finder sends pictures and location to our Facebook) Mika Seeger, ceramics artist was suggested by B. Pelletier
- B. R. Busse will be handling publicity/Invitation, food and music for Nov/Dec show (B. Pelletier will check with High School's Community Service for Hospitality)
- C. D. Gee and J. Donnelly met with the Tiverton Public Library Director, Anne At 2pm on October 28, 2015 (Tour and Discussion)
 1. Have showcases and limited wall space for gallery shows (Need hanging system)
 2. Activity room separate from main library where we are welcome to have classes
 3. Event/Notices – middle case available to us (Invitations, Agendas)
 4. Each age group as its own space (Could have events in those spaces)
 5. Friends of Library (Non-Profit) raises money for library events – Staff develops and implements events
 6. We could coordinate our events with theirs

IV. Publicity: B. Pelletier

- A. R. Busse will take care of publicity for his and Dianne's Show (May ask for help with Distribution) Public Media list needed for December meeting
- B. J. Donnelly will contact Brian Medeiros to set up a time for the council do a taping At "In View" Our local cable (Public Service Announcements and interviews)

IV. Membership:

- A. R. Busse wants members to distribute invitations
- B. Discussion of publicity for all events and shows (We need to develop a set of steps for publicizing an event or show (Who, where, when, and how, so all can help))
- C. D. Gee requests members send before meeting any ideas they would like discussed (Information would go on Agenda)
- D. Discussed and voted that council members should participate in events that we vote on

V. Other Business:

- A. Tabled Calendar review until November (Due in December) Waiting to hear from South Coast Studio Tours members to see if they will show at Town Hall July & August)
- B. Discussion of Gallery Shows (Our goal is to fill all slots by end of December) B. Pelletier suggested shows should match town events ((Student show?))
- C. Discussed the Town Hall Tree Lighting and Santa's Workshop and event at 4 Corner's - Recycling Tree (Voted to do only one more activity - Tree Lighting with council doing an Ornament)
 1. D. Gee will check with S. Gill, Recreation, for details
 2. B. Pelletier want to try creating a shell ornament we can pass out at event
 3. Decided council needs an additional meeting in November (November 16) We'll need to discuss an ornament and each members part in its prep
- D. D. Gee will check on RI Red going to elementary schools over the winter (Students will continue Public Art project)
- E. The council voted to have a second November meeting with Town Solicitor and Treasurer (Go through Town Administrator to set up) Discuss 501(c)(3), other concerns about our budget / donations and legal matters and review of 2015 Accomplishments Goals (Vote on what to include)

- F. Discussed events council is interested in participating in in 2016
(Place as goals in Annual Report) Tiverton Arts Council Arts Festival, updating
Gallery space (paint colors, new hanging system and purchase of showcases), and
Public Art

VI. Date of Next Meeting: Monday, December 7, 2015 @ 2:00p.m.

Meeting was adjourned @ 12:35 p.m.

Respectfully Submitted,

Deborah Ann Gee