



Middletown Committee for the Arts

Minutes

Monday, July 25, 2011 at 5:45 pm

Middletown Public Library West Main Rd. Middletown, RI 02842

Those in attendance: Linda Phelan, Chair; Amy Cordeiro, Vice-chair; Susan Woythaler, Secretary; Carmela Geer, Diane Kerins, Rod O'Hanley, Diane Andrews (left at 6:20PM), Diana Skaggs, Richard Cambra, Liaison to the Town Council.

Those absent: Lisa Hansel

❖ Call to Order

Linda Phelan, Chair, called the meeting to order at 5:40PM.

❖ Review and Approval of June 27, 2011 Minutes

Motion to approve the minutes as corrected made by Linda, 2nd by Amy. Passed unanimously

❖ Committee Updates:

- Silent Auction/Diane Andrews update
 - Have about 25 items for the silent auction
 - Need volunteers to call “winners” at the end of the day to pick up the items
 - End the auction at 4PM
 - Check with Tim Shaw regarding using a charge card
- Student Management and Artisan booth/Carmela
 - Putting a call out for student volunteers (8th graders and up)
 - She will arrange for students to receive “Community Service Credits”
 - Putting a call out for adult volunteers
 - E-mail Carmela the names and contact information of any volunteers committee members may have
 - Check with Pat Saxon regarding the assistance of the Scout Troop
 - Check about the sign at Gaudet and MHS
 - Richard has volunteered to be the Volunteer Coordinator in Carmela’s absence
- Demonstrations/Workshops/Diane Kerins
 - Diane has had conversations with several artists regarding demonstrations
 - New artist, Mary Jameson—collects seaweed and presses to make cards and hangings. She will have a booth and do a demonstration.

- Food Vendors and Sponsors/Amy
 - Becky's will provide Hot Dogs and Pizza
 - Sigs Place—sandwiches
 - Custom House Coffee and Del's Lemonade are making a donation of beverages—we will have to “man” the booth
 - Titos will also participate
 - Amy has created a sponsorship letter to “sell signage” to local businesses that she consulted about with the committee
- Participating Artist and Publicity/Linda
 - Middletown Garden Club—will have a booth and sell plants
 - Maher Center—bracelets
 - Joey Piotti—gourmet doggie treats
 - Sue Gray-Fitzgerald—Sea glass Jewelry
 - Susanna's Ice cream
 - Motion made by Linda 2nd by Carmela to accept these participants. Passed unanimously
 - PR—is on-going
 - Diane Kerins will appear on WADK on August 4 at 11am.
- Performance Management/Diana Skaggs & Susan Woythaler
 - All performance activities will be held under the Big Tent
 - Performances are “Family Friendly Fun”.
 - A “Media Release Form” needs to be approved by the Town Solicitor as well as the “Intellectual Property Release Form”. Richard will take care of this.
 - Review of Performance Schedule.
 - It is a full day of a variety of performances and activities
- Signage for the event
 - Sandwich board sign with the day's events
 - Individual signs for the performances
 - Signs for the donors IE “Donated by.....”
 - Diane said that she would do those signs
 - Lisa will be contacted to make the other signs
 - Linda will get permission to put a lawn sign up at Paradise Park

❖ Old Business

- None

❖ New Business

- The resignation of Nancy McAuliffe was accepted by the Middletown Town Council at their July 18, 2011 meeting.
- Richard suggested that we have an “exit survey”—a volunteer could have a clip board and ask questions as the Celebration attendees leave. Linda will create the “survey”

- Committee members and volunteers should try to car pool because of limited parking at the park
- All committee members should take photos/video and share the jpegs. Also can be used for PR for next year's Arts Celebration
- Richard will e-mail "dignitaries" to invite them to the Arts Celebration. Carmela will create the invitation
- The tentative August 8, 2011 meeting is canceled.
- Linda will check with Bill Nedderman of the Middletown Historical Society to see if the school can be opened by the August 15 meeting.

❖ Next Scheduled Meeting August 15 , 2011 at 5:30PM at Paradise Park

❖ Meeting adjourned at 6:45PM

Respectfully submitted by: Susan Woythaler, Secretary