

| Mid-Cape Cultural Council - Monthly Meeting Minutes | |
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| Date/Time | April 11, 2018 6:00 pm |
| Location | Selectmen's Conference Room, 2 nd floor, Town Hall, Hyannis, MA |
| Facilitator | Marilyn Heberling, Chair |
| Documented by | Georgia Kreth, Secretary |

| Attendees | Initials | Role | Present | Excused Absence | Absent |
|-------------------|----------|-----------|---------|-----------------|--------|
| Marlene Weir | MW | Member | | X | |
| Marilyn Heberling | MH | Chair | X | | |
| Rachel Youngling | RY | Treasurer | X | | |
| Georgia Kreth | GK | Secretary | X | | |
| Ellen Cliggott | EC | Member | X | | |
| Kim Rumberger | KR | 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 | |
| Cheryl Powell | CP | Member | X | | |

| Topics |
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| Opened Meeting at 6:05 pm. |
| MCCC March meeting minutes – Approved |
| MCCC Treasurers report – Approved |
| Highlights: Slight interest increase. HyArts fund Account \$650. |
| Select Vice Chair – RY nominated KR. KR accepted nomination. A vote was motioned, seconded and all approved Kim Rumberger, Vice Chair. |
| Media Committee Report: Press releases are final as EC sent out press releases and received no comments/ changes. Facebook – KR has taken over the management of the page. MT is the only member left to be highlighted on the page. Action 111 KR: Some members noted they did not receive posts – KR will investigate. Discussed recent Facebook headlines and concerns with data/privacy. Members agreed to continue to use FB to communicate with our followers. CP volunteered to participate on the Media Committee. |
| Paula Hersey of Barnstable's Channel 18 has offered to produce a video on the Discovery Walk. MH and KR volunteered to be the interviewees on the video. Action 111: CP volunteered to contact Cat Wilson of Cape Code Broadcasting about a radio interview. |
| Fundraising/Events Committee Report: Patronicity – RU reported the video will be shot Friday, April 13. MH, Maryann Agresti and John Allen from the Kennedy Museum will be interviewed. RY reminded members to think about the potential donors they will be approaching, to be prepared as soon as the campaign is up. The link to the Patronicity donation site will be provided to members as soon as it is available. Donations can be made online via credit card. There is a 3% processing fee which the person making the donation has the option to pay. Checks (in person or via mail) are also acceptable. Cash can be accepted and given the RY for deposit. She must be provided the full name and mailing address of the donor. More information will be provided to MCCC Members as we get closer to the kick off date. KS reported the Discovery Walk packets are complete and ready to go. ST initiated discussion on how best to approach changes in scope with respect to donations for specific pieced in the HyArts Discovery Walk project if/when they arise. It was mentioned changes in artist participation, engineering requirements maintenance requirements may arise and will be discussed and managed at that time. |

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| Topics |
| <p>A Taste of ART update: MT provided and update and shared the latest flyer. Members agreed the official name of the public art project is “HyArts Discover Walk” MT will make some updates to the flyers and send to all to distribute in the community. CP obtaining official confirmation and appetizer list form Embargo and West End. EventBrite: KS reported Eventbrite is set up. He will ensure the content matches the flyer. MT will identify assignments for the night of the event. CP volunteered to be at Embargo, KR – Colombo’s, KS-Pizza Barbone. ALL – meet at Directions Clothing and Art Emporium at 4:30, Thursday, May 3rd. CP requested a list of all members mobile #s. GK will email it out. MT is putting together the “Guest Packets”, and may need assistance. ACTION 112: MT is reaching out the Cape Build as they may be interested in supporting the Discovery Walk.</p> |
| <p>Grant Reception / Discovery Walk kick off Sunday April 29th MH provide an updated on performances and displays. MT suggested coordination with Todd of Cape Cod Chamber. RY volunteered to go with her. Invites were sent out via email, GK will send a reminder on Monday April 23rd. LB sent the link for the refreshment sign-up sheet. ST sent out posters via email for review. She asked members to review and send her comments if changes are needed. ST needs comments back by Sat. April 14th mid-day. EC will send ST the PDF of the brochure. RY requested KS print a map of the walk if he can locate a quality image of it. KS volunteered tables, equipment and will set them up at the event.</p> |
| <p>*NOTE: Reception action items are noted but not numbered as the event takes place prior to our next meeting.</p> |
| <p>Other: ST requested a link to the past minutes. Action 113: GK will send</p> |
| <p>Next Meeting: May 9, 2018</p> |

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 | 5/2018 |
| 111 | Contact Cat Wilson of Cape Cod Broadcasting about a radio interview | Open | CP | 4/11/18 | 5/10/18 |
| 112 | Contact Cape Build as they may be interested in supporting the Discovery Walk. | Open | MT | 4/11/18 | 5/10/18 |
| 113 | Send ST link to past minutes on gdrive | Closed | GK | 4/11/18 | 4/12/18 |

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

| No. | Action | Status | Owner | Date Raised | Target Date |
|-----|---|--------|-------|-------------|-------------|
| 57 | Send EC 5 bullet points of who we each are, why we chose to give back to our community etc. EC to provide list of who hasn’t done this yet – KS, LB Send photos to PH | Closed | KS | 2/8/17 | 4/11/18 |
| 105 | DK will work with KS on printing additional copies of the packet materials and will collate more packets. | Closed | DK/KS | 12/13/17 | 4/11/18 |
| 109 | Review Gmail contacts and send updates to GK | Closed | All | 3/28/18 | 4/11/18 |
| 110 | Look into Trello In 4/11/18 meeting members agreed to table “Trello” and continue using Gdrive. | Closed | GK | 3/28/18 | 4/11/18 |