

GLASS TOWN CULTURAL DISTRICT STEERING COMMITTEE
MINUTES: November 19, 2020
LOCATION: via Zoom – 3:30 pm

Present: Katie Campbell, Charleen Johnson, Paula Johnson, Jeanne Prendergast,
Rob Vinciguerra, Ralph Vitacco
Absent: Lee Repetto, Anne Scott-Putney, Joanne Lamothe
Co-host: Leanne Drake

TOWN CLERK
TOWN OF SANDWICH

DEC 18 2020

12 H 30 M P M
RECEIVED & RECORDED

Call to Order: Chair Jeanne Prendergast called the meeting to order at 3:32 pm.

Approval of Minutes of October 21, 2020:

Approval of Minutes as submitted. Motion moved by Paula Johnson and seconded by Rob Vinciguerra. In favor: Katie Campbell, Jeanne Prendergast, Ralph Vitacco, Charleen Johnson. Opposed: None. Abstentions: None. Motion Passed.

Financials:	General funds held by Town:	\$ 95
	MCC Incentive Grant funds on hand:	\$ 10,000
	Friends Account 10/21/20	\$ 7,572.08
	Income:	
	Bank Interest	\$.32
	Expenses:	
	Halloween honorariums	\$325
	Current Balance, Friends Account	\$ 7,247.40
	Total Funds	\$17,342.40

Sandwich Cultural Council Grant Request:

Charleen reported that she filed an application for a grant in the amount of \$1,000 on October 28 using the application form on the Mass Cultural Council website as requested. Application was acknowledged as received and complete. Sandwich Cultural Council has until March to notify recipients of grants. Jeanne Prendergast reported that she has also spoken with Amy Neill, the co-chair of SCC, about the request, and also discussed the possibility of her, or someone else from the SCC, serving on the Design Review Panel. There was some concern about conflict of interest. Jeanne will discuss further with Amy.

Public Art Project:

Call to Artists document –

- Drafted by Katie Campbell. Motion to approve the Call to Artists document: Charleen Johnson. Seconded: Rob Vinciguerra. Ayes: Paula Johnson, Katie Campbell, Jeanne Prendergast. Nays: none. Abstentions: None. Motion passed.
- Anne Scott-Putney will be the one sending out the document. She has submitted a list of recipients for our review.
- Katie Campbell will send additional names to Anne, particularly those of individual artists as opposed to groups, to be added to the list.



- Discussion as to whether the date of November 23, 2020 was a realistic “send” date. Decision will be left to Anne. Jeanne will check with her. Deadline for return remains the same: Feb. 1, 2021
- Anne will compose a short covering letter to go with the document.

Publicity –

- Jeanne Prendergast will send a short Press Release to: Sandwich Enterprise, Cape Cod Times, Patriot Ledger, Boston Globe, New Bedford area newspaper with a link to the Call to Artists document. We would like applicants from not only the Cape and Islands but regional, including Boston and the South Shore. Not national, however, due to distance and maintenance logistics. She will show a draft of the Release to Paula for approval before sending out.
- Jeanne will contact Melinda Gallant to set up appearance on program.
- Jeanne will put up an announcement on Facebook.
- Paula Johnson will put up an announcement on Twitter.
- Paula will have Beth add the information to the GTC D website.
- Ralph Vitacco will see that the GTC D information is added to the Town’s website.
- Paula Johnson will send gmail account information with password to all of us.
- Jeanne will advise all of us by email when the Call for Artists document has gone out. This will be the signal to move forward with publicity.

Design Review Panel –

- Jeanne Prendergast submitted a draft of a letter to be sent to potential members of the Design Review Panel. It will be sent out after the Call to Artists document has gone out. The draft was approved as submitted with two corrections: add the word “to” to second line of second paragraph: “send the best back TO our Committee . . .” and change the “let us know the representative’s name” date to January 15, 2021 from January 1.

Re-applying for grant from Visitors Services Board – Wait until January or February 2021. Rob Vinciguerra will contact them to check on submission dates.

Haunted Jaunt Recap:

Kudos to Rob Vinciguerra and Paula Johnson for an excellent job! Paula reported that several other towns have picked up the program.

Other Business:

None

Adjournment:

Motion made: Katie Campbell; seconded by Rob Vinciguerra. Ayes: Charleen Johnson, Paula Johnson, Jeanne Prendergast. Nays: none. Meeting adjourned at 4:26 p.m.

Respectfully Submitted,

Charleen L. Johnson, Asst. Secy