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East Haven Arts Commission Minutes

March 21, 2023

Hays School

PRESENT: Chairperson Cindy Genzano

Commissioner Michael Moore

Commissioner Mike Enders

Commissioner Debra Giordano

Commissioner Robert Genzano

Commissioner Kari Collins

Commissioner Sharon Collins

Community Member: Travis Giordano

Chairperson Cindy Genzano called the meeting to order at 7:08 p.m. Roll call was done and a quorum was present.

Item #2: Minutes Of Last Meeting

Commissioner Kari Collins made a motion to accept the previous minutes; it was 2nd by Commissioner Michael Moore. All in favor.

Item #3: Special Organizational Meeting

We discussed the fact that we need to have an organizational meeting in order to accept the terms of the non-profit and our by-laws. The by-laws are not yet ready so we decided that we will hold this meeting on our next regular meeting in April and are hopeful that the documents will be ready from the attorney.

Item #4: Financial Report

We need to change the status of our bank account to reflect our non-profit status. We also need to set up a bookkeeping system especially because we are applying for grants, etc. our fiscal year is September 1 to August 31 of each year. We will need to file taxes but they are relatively simple if we have less than \$50,000 in our budget. There is an online course on April 18 from the Hartford Public Library that explains what is required as far as taxes, etc. Any member is welcome and encouraged to take this course. We currently have \$19,330 in our account and we still have money in the town account but we will not transfer that until the bank account is fixed. So far we have received \$500.00 from Avangrid, \$3,050 from CT Office of the Arts. The amount is less than what we were hoping for but there were more applicants than money allocated. Community Foundation of Greater New Haven will not make their decision until June and we also applied to the jamiehulleyartsfund.

Item #5: Theater Subcommittee Report

Commissioner Kari Collins reported that the subcommittee met and decided that due to the amount of applicants that they are going to do two shows this summer. They did interviews to hire people for the positions and got some new faces to which is making them very excited. They also came up with a few new positions for people to work within their model. A recommendation was made to use \$2,000 of the \$3,050 grant amount to increase the stipends for the production teams. A vote will be held at our next meeting. We also expect a decision as to the suggested shows to be presented soon.

Item #6: Visual Arts Subcommittee Report

Commissioner Michael Moore reported on the latest meeting that they held. He said it was very productive and they had a lot of suggestions for events. They feel the best event to work on will be the Pet one during the Summer. More details will come as soon as possible. He is also contacting the town hall to get more information on easels and putting up artwork in town. There is a Chamber Event on March 28 if anyone is interested.

Item #7: Space Issues

Andrea Kenney is the new director of Youth Services and is also in charge of the Recreation Department. We have learned that we have use of the all-purpose room and classroom #1 for our rehearsals, etc. We will need to fill out a form once we have gotten our dates that we need. They also want to work with us to do some community events and classes with the youth and also get the teen center back up and running. As far as room #5 we will be converting the bathroom into a storage space and will be getting some new fans and maybe an air conditioner.

Item #8: New Business

1. We are looking into getting the piano, bench and speaker that we previously approved. A suggestion was made to contact Jason for recommendations and also to make sure it is compatible with the sound system at the high school.
2. As required by some of the grants we are applying for we need to come up with a way to collect demographic information, we will address this more at our next meeting and we are thinking it will involve the use of a QR code.
3. It was suggested that we place an ad in the upcoming production of the Addams Family at the high school. Commissioner Michael Moore made a motion to place a \$90 ad; it was 2nd by Commissioner Debra Giordano. All in favor.

Our next meeting is Tuesday April 18, 2023 at Hays at 7:00p.m.

Commissioner Kari Collins made a motion to adjourn the meeting at 8:35p.m.; it was 2nd by Commissioner Sharon Collins. All in favor.

Respectfully Submitted,

Commissioner Debra Giordano

Secretary