

# **Ridgefield Arts Council**

## **Monthly Meeting Minutes**

March 3, 2009

Committee members in attendance were Nancy (Baldwin) Andrews, Alison Greeley, Ruth Wilder-Feldman, Noelle Carr, Meg Collins-Stoop, Carolina Fernandez and Stan Madaloni.

Prospective members in attendance were Emelie Howard and Anne Marcus. Deborah Linke, an independent contractor engaged to work on the website and database, was also present.

### **Minutes:**

February minutes were approved.

### **Treasurer's Report:**

Nancy reported that she sent a memo to Rudy Marconi regarding the matching funds for the LAA grant.

Ruth provided and updated budget report detailing the funds available in RAC's accounts. She also outlined the impact if RAC was required to meet the grant's matching fund requirement (a possibility suggested by the Controller).

Ruth also reported that the grant funds cannot be used for food and beverage; she will work with the Controller's office to credit the grant account and charge the town budget for expenses already incurred and reimbursed.

### **OLD BUSINESS:**

#### **Candidates presented to BOS for RAC membership:**

Nancy reported that Paul Gervais, Emelie Howard and Anne Marcus were presented to the BOS as candidates for open positions on the council. They are scheduled to appear before the BOS at their March 4, 2009 meeting.

Ryan Bell, who had expressed interest in joining the board, will serve as an Auxiliary Member.

#### **LAA Grant FY2010:** Alison Greeley, Nancy Andrews and Ruth Wilder-Feldman

Alison provided an update on the grant application process. The preparatory application was due on February 23, 2009; copies of the submission were distributed.

The mandatory conference is scheduled for Tuesday, March 24 in Meriden. Up to four members of the council may attend. Alison and Ruth plan to attend; Meg, Emelie and Anne expressed interest in attending. Alison will manage the RSVP process.

The grant application is due on April 13, 2009. Alison will circulate application when it is available.

#### **Annual Networking Event:** Carolina Fernandez April 30, The Aldrich, 6:30 – 8:30 pm

Carolina has spoken to John Cusano of the CCT to confirm his participation in the event; he will speak on 'Ridgefield as a Cultural Destination.'

Carolina is meeting with Elizabeth Zader on March 4 to tour the space.

Carolina will send an email to members with items requiring attention; Emelie, Noelle, Anne and Meg volunteered to help with the event.

Ruth will request an [events@ridgefeldartscouncil.org](mailto:events@ridgefeldartscouncil.org) mailbox to manage RSVPs.

Event budget was set at \$2000 (with \$1600 coming from the grant).

**Behind the Scenes Award:** Nancy Andrews  
The Community Center, May 28, 2009, 7:00 pm

Nancy distributed the letter and nomination forms that were sent to local arts organizations. She will email Ruth the letter and nomination form to be posted on the website.

Event budget was set for \$750.

Alison will send a 'save the date' with a reminder to submit applications by April 1, 2009 via Constant Contact.

**Press Release Page:** Carolina Fernandez

Carolina cautioned us to use the process sparingly for newsworthy items only. She and Noelle will meet to discuss further.

**Website Update:** Stan Madaloni & Ruth Wilder-Feldman  
Committee: Alison Greeley, Nancy Andrews

Ruth reported that the calendar had stopped working properly and that with the help of Mada Design, we are implementing an improved calendar program. Stan reported that Mada has procured the new program and people are currently training on the new software; the new version should be up and running on the RAC website by next week. New features will include the ability to post a submission to your personal calendar, the ability to include photos and the URL in the event description.

Ruth reiterated how supportive and generous Stan and the team at Mada Design have been. She detailed the work that Chris, a Mada employee, has completed on our behalf on a volunteer basis and asked that we all be aware of the significant contribution they have made to this project.

**Arts Event proposal:** Suzanne Enser-Ryan, Alison Greeley, Noelle Carr, Meg Collins-Stoop

Alison provided a brief overview of a potential 'Arts Day' and distributed a one-page draft of a project outline. RAC members agreed that the event had merit and a sub-committee will meet to discuss the project in more detail. Anne and Emelie expressed interest in working with the sub-committee. There may be an opportunity to coordinate such an event with the Art Walk; we will discuss with Anne as the planning for both events progress.

**NEW BUSINESS**

**Writers and Authors Forum:** Carolina Fernandez, Alison Greeley, Ruth Wilder-Feldman

Alison will discuss with Carolina as a potential event for June.

**Checkov Summer Festival:** Nancy Andrews

Nancy provided the most recent overview of events planned for August. Anne will attend the planning meetings as the RAC representative and will keep us posted on the progress and needs of the festival planners.

The next meeting is scheduled for **Tuesday, April 7, 2009 at 8:00pm** at Town Hall.

Recorded and submitted by Alison Greeley, Secretary