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| ***Hopedale Cultural Council***  August 1, 2021 Meeting Minutes  Call to Order by Chairperson Billi Manning at 637pm  Attendance: Billi Manning, Sally Decelles, Ellen Murphy,  Julie Rinehart, Jean Hill, Kelly O’Malley  Secretary’s Report: Sally Decelles   * Approval of previous meeting minutes 6/13/21   + 1st by Ellen, 2nd by Kelly, all in attendance approved.   Treasurer’s report: Ellen Murphy   * Current Balance is $7025. DIP donations total $3125 from sponsorships and we have received three purchase prizes totaling $1050. * Ellen reported that the town accountant of Hopedale is leaving and the new person will work 1 day a week. The HCC needs to keep an eye on this as we depend on the accountant to pay bands, grants and other expense held in the HCC town account. * The current town account balance is $3763 which include the amount of $1475.95 paid back to the account from last year.   Grant Process: Sally Decelles  The MCC is implementing a new site for processing grants: smartsimple.com. The MCC is holding training webinars of which Sally attended one. It is recommended that all HCC members either attend a webinar or watch the recording of one to get familiar with the new site and process changes. <https://massculturalcouncil.smartsimple.com/s_Login.jsp>  Summer Band Concert Series  A few suggestions for next year’s series   1. Make bands aware of payment process as they do not get paid the night of the concert. Payment is made by the Town of Hopedale out of the HCC account. 2. Ask bands about arrival times and rain dates. 3. Change time to start at 630pm. 4. Advertise on the radio 5. If a band chooses to play straight through without a break great but if they choose to take a break ask them to play recorded music to keep attendance. People tend to leave during a break so maybe music will keep them at the concert.   Survey: Let’s take a look at doing a survey after DIP so we can ask for Band Concerts and Day in the Park feedback in addition to any other data we want to collect. Can we send out a survey in the tax bill?   |  |  |  | | --- | --- | --- | | |  | | --- | |  | | Day in the Park  Art Show is being handled by Jenenne and Kelly.   * Form has been updated and posted on the Hopedale Town Website but the information page is missing. Kelly will get that to Sally for posting with the entry form. At the time of this meeting, we do not have any artist signed up. Kelly will check with Jenenne about the letters that are usually sent directly to the artists in addition to the art associations. * We have the purchase prizes; Bright Insurance, Milford Federal and Bump UR Stump. * Giveaway: In an effort to get headcount of attendees we will offer three $25 gift cards as giveaways. We cannot call it a raffle as that will require a lottery permit from the town. Sally will get the gift cards at Dairy Queen, Honey Dew and Hens & Chicks. Three of our sponsors. * We will set up a table at the Art Tent for our sponsors marketing materials such as business cards and brochures. Signs will also be hung listing the names of our sponsors. We will also ask Mike the DJ to announce the names of sponsors over the course of the day. * Ellen will get a GC for the Judge   Entertainment is being handled by Billi   * Mike the DJ * Alpacas-pending * Rainforest Reptiles- * Canoes at the Bath House   Vendors/Crafters:   * We have thirty vendors so far. There was a request from a prospective vendor who want to sell beer. The HCC members feel that it is not appropriate for our family-oriented event.   Advertising: Billi submitted article to Hopedale Newspaper and has been posting on FB. She will rech out to John Wilbur of 101.3FM who does local event promotions.  Tent/Tables/Chairs: Ellen is working on  Food: Not discussed  Supplies: Kelly will order wasp traps and hand sanitizer.  Communication in case of cancellation.   * Jenenne and Kelly: Art show and Judge * Jean: Vendors * Billi: Entertainment and Facebook * Ellen: Police, Fire, Website, Radio | |   Next meeting TBD.  Meeting Adjournment at 815pm |