

Berkley Cultural Council
June 15, 2023 Meeting Minutes

1. Meeting called to order at 6:09pm. In attendance – Carla Lyman, Stephanie Malloch, Arlene Medeiros, Kelley Larabee, Susan Barrett, and Angela Chang. Absent: Jeanne Russo
2. Minutes of May 1, 2023 distributed by email previously. Motion to accept by Arlene Medeiros, seconded by Stephanie Malloch. All in favor.

3. Treasurer's Report by Arlene Medeiros (see attached)
 - Request for reimbursement received for Hart Beatles \$375
 - Request for reimbursement received for Mad Science \$890
 - Balance of non-state funds currently \$3912.05, state 8775.45

4. Discussion of stationary quote/order approval for stationary by Amy King:

- 500 sheets letterhead \$172
- 500 self-stick envelopes with logo and return address \$247

Council chooses self-stick envelopes over non (priced at \$193). Motion to go ahead and order as above by Arlene, seconded by Carla, all in favor.

Total cost \$419, will use state administrative funds first, difference from non-state funds.

5. Mini Concert Series on the Common discussion

- Arlene passes out announcement flyer from COA newsletter
- Stephanie confirms:
 - 7/20 Emily Nawrocki for \$150
 - 8/17 Donnelly & Carmichael for \$250
 - 9/21 Montgomery Street Ramblers for \$300
- Still considering adding Farmer's Market for September concert
- Board of Selectmen approved dates, use of common, +/- food
- Per discussion with Tabitha McCrowen, Kelley shares that vendors may be more interested if food truck fee waived, Stephanie will ask Board of Health to consider
- Possible food trucks
 - Deep Pond Farm – Stephanie will contact
 - Friendly Fizz – Stephanie already set up
 - Doughlicious and Gilded Tomato – no longer have food truck
 - Poutine Peddlers – Stephanie contacted, waiting for reply
- Sponsorships?
 - Prestige/Common Crossing – waiting for reply
 - Bay Coast Bank – Stephanie submitted request for \$800, waiting for reply
 - Malloch Construction – already confirmed

- Discussion regarding if it rains? Should we cancel? Would we still pay musician? Carla offers tent at library.
 - Banner: per Stephanie 2x6 mesh banner \$57.92 at Staples, 2.5x6 mesh banner \$69.63 at Vista
 - Other idea – Stephanie – little games, hula hoops, etc at FiveBelow – will check out
 - Social media – Angela offers to handle
 - Flyers – Angela will handle
 - Taunton Gazette article? Carla will handle
6. Reorganization of Council for 2024
- Kelley due to step off end of this month; Angela, Stephanie & Susan 6/2024
 - Possible new members? Kelley to meet with Barbara Miller; Susan to contact Maggie Littlefield
 - Kelley will reach out to Jay Wong (MA Cultural Council) to see if a waiver is possible
 - In meantime:
 - Chair = Carla – nominated by Arlene, second by Stephanie, all in favor
 - Treasurer = Arlene – nominated by Stephanie, second by Carla, all in favor
 - Secretary = Susan – nominated by Arlene, second by Stephanie, all in favor
 - All appointments effective July 1st for 1 year
 - if waiver granted Kelley will remain as chair – motion by Arlene, seconded by Stephanie, all in favor
 - Susan will send letter to Heather (Town Clerk) with 2024 council organization following reply from MA Cultural Council
7. Correspondence/additional topics/discussions:
- Kelley – our flag design won't work on existing flagpoles on Common?
 - Quote from Amy King for 30x48 double-sided read-right both sides flag with pole sleeve \$200 each....perhaps BP could price better?
 - Flag project currently tabled anyway, so hold for now
8. Next meeting scheduled for Thursday July 13, 2023 6pm.
9. Meeting adjourned at 7:08pm as motioned by Arlene, seconded by Carla, all in favor.

Addendum Reply from Jay (MA Cultural Council) 6/22/23 Kelley's off-year can be waived under "safe harbor rule"