

Ludlow Cultural Council

Monday, March 27, 2023

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TOWN OF LUDLOW

Minutes

1. Call Meeting to Order and Roll Call
 1. Michelle Goncalves called the meeting to order at 6:05 PM
 2. Present were: Sharon Clark, Michelle Goncalves, Bob Radowski, Janet Settembro, Susan Amaral, Matt Tibbitts, Larry Goodreau
 3. Absent: Nira Flatley, Grace Barone
2. Minutes from March 6, 2023 meeting were not available and will be voted on at the next meeting
3. Lorraine Askew, Country Bank was not available to attend
4. Administrative updates
 1. Correspondence
 - i. Lorraine Askew from Country Bank wrote asking how Country Bank could get a table at the Community Market. Michelle shared the application with Lorraine
 - ii. Patrick McGowan invited members to the Hubbard Memorial Library Strategic Plan Adult Focus Group
 2. Reports on recent events
 - i. Sarah the Fiddler performed March 17 at the Senior Center
 3. Reports on 2023 Contracts or Final Reports received
 - i. Sarah the Fiddler performed March 17 at the Senior Center and the Senior Center submitted a final report saying the event was a success
 4. Purchases and expenditures
 - i. Sharon Clark moved to allow the printing of concert flyers for \$48.73. Larry seconded and the motion approved unanimously by role call vote
 - ii. Once complete, Michelle will store the flyers in the Town Hall mailbox
5. Planning for Summer Concerts
 1. Discussion occurred around advertising locations:
 - i. Register & Reminder, Handouts at community events, <https://explorewesternmass.com/events/>, Arts Hub, Cable Access, MassLive/Channel 22 – Mass Appeal
6. Planning for Community Market

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1. Members reviewed vendor applications to date.
2. Discussion occurred around how to handle non profit groups that wanted to sell at the market. It was decided that a non profit group selling anything should be asked to pay for the table.
3. The council decided to ask the 250th committee if they'd like to sell vendors at the event this year.
4. It was suggested that when Michelle shares acceptances, she tells anyone selling food to check with the town hall about appropriate permits.
5. Susan moved to accept all applications to date. Matt seconded. The motion passed unanimously by role call vote.
6. Members continued their discussion of sponsors and members were encouraged to reach out to community businesses who may be interested in sponsoring.
7. Discussion of entertainment:

- i. Susan moved to hire Something Royal as Belle on Saturday for 2 hours; Facepainting on Sunday for 2 hours; the Juggler Saturday for 2 hours. Bob seconded. Passed unanimously by role call vote.

- ii. The remaining entertainers will be tabled until the next meeting and until we have a better sense of our budget/sponsors.

- iii. Michelle will ask the town administrator if there are any concerns about having a chainsaw carver on site prior to the next meeting so we are prepared to discuss the carving as an entertainment option.

8. Miscellaneous market

- i. Sharon moved to allow the expenditure of \$900 for 4 porta potties at the market. Bob seconded. The motion passed unanimously by role call vote.

7. Adjourn

1. Sharon moved to adjourn. Janet seconded. The motion passed unanimously.
2. Michelle adjourned the meeting at 7:20 PM