

Minutes of the Ludlow Cultural Council

July 24, 2023

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TOWN CLERK'S OFFICE
2023 SEP 19 A 8:03
TOWN OF LUDLOW

The meeting was called to order by Michelle Goncalves at 6:06 pm.

Present at meeting were: Nira Flatley, Michelle Goncalves, Robert Radowski, Sharon Clarke, and Larry Goodreau.

Absent: Janet Settembro and Grace Barone

Approval of minutes: Minutes from June 26, 2023 not presented. They will be approved at August meeting.

Administrative Updates

- a. **Correspondence:** Fire trucks will be at Community Market on 10/1, 12:00-1:00 pm
Mass Appeal – we did not go on for concerts. We can go on sept. 29th. Looking for volunteer to attend and talk about Community Market. Sharon and Bob will think about this and let us know at next meeting.
Regarding rain dates of gazebo Concerts. Need other options than following Wednesday. Looking at High School Auditorium. Michelle was in touch with School Superintendent. Superintendent will look into this as a rain date option.
Italian Ice Cart vendor approached LCC to come to Gazebo concerts. Michelle sent the list of concerts to vendor. Have not hear back from vendor.
Lawn Signs – Selectboard must approve. Their next meeting is Tuesday. Hopefully will get approved.
Vendor, Cerina Vogel says put payment (money order) in mail slot at Town Hall. LCC has not received. Do we give benefit of doubt and mark vendor as paid? Was agreed that Vendor should go to bank and put stop payment on money order and/or get replacement money order. Michelle to get back to vendor with this response.
- b. **Recent Events:** Pioneer Valley Concert Band. Had a good turnout about 100. LCC members that went enjoyed it.
- c. It was mentioned by LCC members that the Gazebo is in need of some upkeep. Bushes need trimming, sidewalk areas and around gazebo needs weeding. Michelle will get in touch with Lions Club.
- d. Final Reports: Received from Sarah – Whisper Not. A musical performance. Not well attended. 1-20 attended.
- e. Purchases and Expenditures: none

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Planning for Summer Concerts

- a. Nothing to report

Planning for Community Market

- a. Motion made by Nira to accept two (2) new vendor applications. Motion was seconded by Sharon and was passed by all members present. At this time, we have 48 vendors for Saturday and 40 for Sunday.
Motion was made by Nira to allow Michelle to accept vendor applications from now until August meeting. Seconded by Bob and was passed by all members present.
- b. Sponsors – New Sponsor, Ideal.
- c. Market Plans – no changes

2024 Grant Preparation

- a. Survey status – 24 received to date
- b. From survey info we need to discuss how we should prioritize our grant approval.
- c. Discussions should move forward regarding another community market. Maybe a winter market, winter bazaar. Need ideas.
- d. Grant applications open September 1st. Need to vote on priorities in August.

Other Items

Painting of murals came up. Discussion followed.

Motion made by Bob to adjourn. Seconded by Nira. Approved by all members present.

Meeting adjourned at 6:51 p.m.

Next meeting: August 28, 2023

Respectfully submitted,

Nira Flatley

Minutes of the Ludlow Cultural Council

August 28, 2023

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The meeting was called to order by Michelle Goncalves at 6:02 pm.

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Present at meeting were: Nira Flatley, Michelle Goncalves, Sharon Clarke, Janet Settembro and Larry Goodreau.

Absent: Grace Barone, Bob Radowski

Approval of minutes: Motion made by Sharon Clarke to approve minutes dated July 27, 2023 and June 26, 2023. Motion was seconded by Janet Settembro and was approved by all members present.

Administrative Updates

- a. **Correspondence:** Boys and Girls Club are looking for organizations to put a trunk of candy together for Halloween Rag Shag Parade. Michelle will inform LCC will not attend. Disability Council would like to get together and plan an event with LCC. Perhaps an art show or something to bring awareness of the Disability Council.
- b. **Recent Events:** Accoustica concert was fairly well attended. LCC still looking at the feasibility of changing the day of week concerts would perform. Maybe put a survey out to Sr Center to see what day of week would be better than Sunday??
Fanfare Brass Chor at First Church on September 16th @7:00 p.m.
Janet attended Neil Diamond at Sr. Center. Very well attended.
- c. No final reports received.
- d. Purchases and Expenditure:
More flyers were printed. \$48.18 for concert dates and \$68.66 for community market information.
Motion was made by Nira Flatley to purchase one (1) bag of rocks and markers for kid's craft table at 2023 Community Market not to exceed \$100.00. Motion was seconded by Sharon Clarke and was approved by all members present.

Motion was made to spend no more than \$130.00 on beads and stretchy string for craft table at 2023 Community Market. Motion was seconded by Larry Goodreau and was passed by all members present.

Planning for Summer Concerts

- a. Ludlow 250th Celebration Committee will be the featured non-profit at Gazebo Concert on Sunday, September 10th.
Discussion followed again, regarding concert rain dates. High School auditorium will not be available for this season. Other suggestions were First Church, Exit 7 Theater, Sr. Center.

Discussion followed regarding bathrooms at Gazebo concerts. There is a porta potty at Wooden Park/soccer field. It is on the far side of the park/field. Suggestion made to move porta potty to closest corner of Wooden Park/soccer field. Nira will make inquiry to see if this would be possible.

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Planning for Community Market

- a. Tom Flebotte d/b/a Tom's Wildflower Honey has requested vendor space at 2023 Community Market. Nira will obtain his vendor application.
- b. Question raised if Register could list vendors

2024 Grant Preparation

- a. Survey Results – reviewed and discussed survey results. LCC will use results to prioritize our grant approval.
- b. Discussion followed regarding updates and/or changes to existing 2023 Grant Priorities.

Note: 2024 Grant Applications open September 1st.

Applicants for grants from the Ludlow Cultural Council should be aware of the following priorities and requirements:

Requirements

- *Activities funded by the Council should occur within the calendar year that they were awarded.*
- *The project or program proposed must take place in or benefit Ludlow.*
- *Projects proposing to partner with organizations or venues should include a letter of support from the collaborating organization or venue.*
- *All applicants proposing to work in the Ludlow Public Schools must receive and document approval from the school principal.*

Priorities

- *We seek to fund activities throughout the entire calendar year (e.g. in fall, winter, spring and summer).*
- *Our goal is to award grants that are inclusive of all areas of our community (e.g. families, seniors, adults, and children, as well different cultures and backgrounds) and to counter structural and systemic inequities.*
- *A portion of our funds will be used to create a summer concert series.*
- *Events that offer limited seating should give Ludlow residents priority in registration.*

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Motion was made by Nira Flatley to accept 2024 Priorities as amended (above in italics). Motion was seconded by Janet Settembro and was passed by all members present.

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Other Items

Discussed whether or not to have 2024 Community Market. Council to bring new ideas to next meeting.

Need to work on food trucks at concerts. Perhaps we can partner with Tasty Tuesdays?

Painting of murals in town. Maybe get high school art students to paint scene(s) with significant Ludlow history.

Motion made by Nira Flatley to adjourn. Seconded by Sharon Clarke. Approved by all members present.

Meeting adjourned at 7:38 p.m.

Next meeting: September 25, 2023

Respectfully submitted,

Nira Flatley