



Town of Shelburne
Shelburne Arts and Culture
December 15, 2021, 7:00 pm
Committee Meeting - Minutes Virtual
Town Hall – 203 Main Street East



Minutes

Members in attendance:

Councillor Kyle Fegan, Chair
Andrew James, Co-Chair
Councillor Lynda Buffett
Trisha Linton
Tracy Smith
Angela Tracogna

Absent:

Councillor Walter Benotto – Regrets
Althea Ali – Regrets
Tristan Barrocks

1) Call to Order

Meeting called to order at 7:03pm.

2) Disclosure of Pecuniary Interest

No Disclosures

3) Approval of minutes from the meeting held October 20, 2021

Motion #1

Moved by Councillor Lynda Buffett
Seconded by Angela Tracogna

BE IT RESOLVED THAT we approve the minutes from the meeting held October 20, 2021, as presented, and circulated.

CARRIED

4) Committee Mandate

Staff reviewed the Arts & Culture mandate and terms of reference.

5) Committee Update – Resignation of Arts and Culture Member

Committee members discussed options of bringing in another member from the public or leaving with current members. The committee members agreed to continue with 9 members for the remainder of term.

6) Communication

1. Memo for council

Staff reviewed the memo for council with committee members regarding the Arts and Culture logo. Committee members agreed to have the logo added as an attachment to the memo.

2. GTH Revitalization

Committee members discussed a review of fees for the Grace Tipling hall including rental fees for hall bookings, lightboard, soundboard and other possible rental items. Committee Co-Chair Andrew James will provide an update in February regarding if the Grace Tipling Hall revitalization project has reviewed fees, and next steps. Committee members requested staff to have this added as an agenda item on the February 2020 meeting.

7) General Information - Discussion Items

i. Art in the Park

a) Date/Times June 25, 2022, from 9am-4pm.

b) Location

A discussion ensued regarding holding Art in the Park event at multiple locations including Jack Downing Park, Natasha Patterson Park, Greenwood Park and other locations on Main Street if space is needed. Staff confirmed that the rental application has been submitted to rent both Natasha Paterson Park and Jack Downing Park on June 25, 2022.

c) Event items

Committee members discussed having vendors at the event selling items that are not specifically related to the arts. Committee members agreed that vendors would be limited to artists who could also sell their work. A further conversation ensued about bringing definition and clarity to artists for the event and having the artists focus on the following mediums: visual, painting, music, literature and dance. Committee members discussed having a schedule of when each spotlight event would take place; 9-10am, 10:30-11:30am, 12-1pm, 1:30-2:30pm and 3-4pm and allow interested participants the option to sign up for specific demonstration shows.

Councillor Fegan updated the committee to advise that he spoke with In The Hills magazine, they would be interested in participating at a main stage seminar.

A further discussion was held regarding a budget for the event and paying an honorarium fee of \$150 to artists that have volunteered to showcase/ demonstrate their medium. The committee agreed that once Town Council has approved the budget the committee will determine a budget for the event. The

committee discussed using radio, newspaper, social media and town and fire station LED signs for advertising.

ii. Town Hall Gallery and Webpage

Town Hall Gallery

Committee members discussed that the Arts and Culture Committee would need to coordinate all town hall gallery artwork. Staff will investigate a process for purchasing artwork during business hours. Chair Councillor Kyle Fegan mentioned that there might be a way to do etransfers for the artwork. Staff will investigate and report back at the next meeting in January 2022. Committee members decided that Tracy Smith will be the liaison between the Arts and Culture Committee and Town staff.

Committee members discussed doing an art change over at Town Hall during the Art in the Park event with a grand opening for the Art Gallery.

Webpage

A discussion ensued regarding adding committee member biograph to the committees and boards webpage. Town staff will investigate the process and bring to the next meeting on January 19, 2022.

iii. Introduce Arts and Culture Committee to the public

The committee discussed introducing the committee to the public through social media, flyers, newspaper, a press release, LED signage and a call out letter. The call out letter will be sent to artists on Tracy Smith distribution list. Tracy has created an email address that interested artists could reach out to. Staff will send Tracy's letter and the application form by the next meeting in January to all committee members for review.

8) New Business

A discussion ensued regarding adding an agenda item to each meeting titled upcoming partnerships. This agenda item will to discuss upcoming events in and around Shelburne.

Chair Councillor Kyle Fegan reminded members to complete the vaccination status form.

9) Confirm Date and Time of next Meeting - January 19, 2022

10) Confirm date and time of 2022 Meeting Schedule

Meetings to commence at 7pm on the following dates:

Wednesday, January 19, 2022

Wednesday, February 16, 2022
Wednesday, March 16, 2022
Wednesday, April 20, 2022
Wednesday, May 18, 2022
Wednesday, June 15, 2022
Wednesday, July 20, 2022
Wednesday, August 17, 2022
Wednesday, September 21, 2022

A discussion ensued regarding having another meeting prior to the Art in the park event on June 25, 2022. Committee members agreed to having a meeting added on June 22, 2022 at 7pm.

Motion #2
Moved by Councillor Lynda Buffett
Seconded by Tracy Smith

BE IT RESOLVED THAT a meeting be scheduled on June 22, 2022, at 7pm to speak about the event Art in the Park.

CARRIED

11) Adjourn

Motion #3
Moved by Tracy Smith
Seconded by Andrew James

BE IT RESOLVED THAT we now adjourn to reconvene at the call of the Chair.

CARRIED

Meeting adjourned at 8:05pm.