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## ACT MEETING MINUTES

March 29th, 2017 | 8:00am | City Hall, Room 215

Attendance: Ed Cannata, Marie Soliani, Bill Haygood, Rachel Kelly, Jacques Williams, Stacey Caren, Janet Iffland

The meeting was called to order by Chairman Ed Cannata at 8:10am

Minutes of the previous meeting were approved on a motion made by Rachel Kelly, seconded by Bill Haygood. Marie Soliani abstained from the vote.

Saturday in the Park report: the commission discussed vendor selection, site set up, and the possibility of having a handout being printed as a donation. The commission discussed the need for marketing of the event. Rachel and Ed are looking into paid Facebook posts, and Ed is also approaching Optimum about doing some ads on tv for free. The train ride for children is confirmed, Jacques Williams is coordinating music for the duration of the event.

Budget: no change from previous month. Tim will present an itemized report for the April meeting.

Committee for Community Engagement: no report

City Space: Bill Haygood passed around the proposed verbiage which will be on a sign accompanying the existing photograph hung on the first floor. Bill also showed the photo which will be hung on the 2<sup>nd</sup> floor. Tim reported that New Britain City Hall has a similar display and made the suggestion of using their agreement they have with artists and make any changes to suit our needs rather than recreating a new document. Bill reported that the hanging system which will be needed for the Auditorium costs around \$50.00. Tim mentioned that he would like to get together with Bill, Ed Cannata, Public Works Director and City Hall Custodian to discuss the logistics of the project.

New Business: Rachel Kelly will be attending the New England Foundation for the Arts (NEFA) Creative Communities Exchange conference in New London. Tim proposed making a flyer with information about ACT and the projects it has taken on for Rachel to pass out to other conference attendees. The commission will discuss the flyer at the April ACT meeting.

A motion to adjourn was made by Jacques Williams, seconded by Janet Iffland. The meeting was adjourned at 9:08am.

Respectfully submitted,  
Tim Waldron