

**Exeter Arts Committee
Meeting Minutes for Apr. 18, 2018**

Approved

Meeting Called to Order: 6:30pm

In Attendance: Kathy LT, Darius T, Anne S, Karen D, Dean S, Kelly N., John M., and Karen N

Absent: Irene H.

Guests: Natasha S.

1. March Minutes
 - No changes
 - Approved, all in favor
2. Sandwich boards
 - Lightweight white one is broken
 - Dean will look into getting another one made
 - Darius made a motion that the committee approve the purchase of a new sandwich board up to \$250. If the price is more than \$250, Dean will bring it back to the committee for another vote.
 - Approved, all in favor
3. Display panel maintenance
 - One panel is missing the carpet complete (which is in the locked back room) and many others are coming undone
 - Darius mentioned also looking at adding adjustable “feet” under them to allow better stabilization on the uneven floor.
 - Darius volunteered to looking into these maintenance options and made a motion to move forward with it if the cost is under \$250, but return to the committee for another vote if it’s over \$250
 - Approved, all in favor
4. May Lottery Day hanging – Sat. May 12 at 10am.
 - Karen D will get the key card from Sheri Rifle
 - Kelly N, Darius, and Anne will come to help
5. Kathy updated committee that Town Manager’s office is borrowing some drop hangers for new photos in the offices building
6. Seacoast Photography Group 2019 application
 - Requesting a bigger, longer show to celebrate their 10th year showing in the gallery
 - Applied to use the main gallery April 18-May 31, 2019, but will be flexible on dates
 - Discussed EAC spring show will go to April 21, 2019, and June show won’t start until June 4, 2019, so they could use the gallery April 22 – June 2, 2019, which would give them the 6 weekends for the anniversary
 - Approved, all in favor of applications with the discussed change in dates
 - Karen D will get back to John Hauschildt from photography group

7. Pat Nickerson requested use of the back room through May for Monday painting class
 - Approved, all in favor
8. Pine Street Players request to have gallery open May 11 and 12
 - Seacoast Photographers are okay with this if the EAC can do the gallery sitting
 - Karen D and Karen N can do Fri May 11, Kelly N and Darius T can do Sat May 12
 - Karen D will confirm exact times with Pine Street Players and get back to the volunteers (6-830)
9. Updates on TEAM events – Dean S.
 - Schedule of days and times is still unclear and appears differently on different sources
 - Seems to be opening for 6pm in the evenings during the week
 - Drop off of work should be set for Mon April 23
 - Dean recommended hanging signs on doors Sunday April 22 regarding drop off, in case there is still confusion with the artists, to ensure no drop off before scheduled time
 - Dean will arrange to pick up the key on Mon April 30, if not Sunday, to ensure it is available for the next group
10. Darius made a motion that the committee amend procedures and forms to request more specific start and end times for events during shows and that the committee consider if it's reasonable to set an ending time, such as 11pm.
 - All in favor
11. June event weekend (June 7-10)
 - Karen D expressed concern regarding the timing and asked that we either agree to schedule the weekend or cancel it
 - All in favor of moving forward
 - Karen N. has been in touch with the magician
 - John suggested we schedule for Sat at 1030am
 - John agreed to contact and book the comedy act for Friday evening
 - Karen D will schedule jazz brunch for Sunday, starting at 11
 - Darius suggested doing a DJ 70s themed event on Sat evening at 7pm
 - Everyone will split up and work on different events and shout out to committee with needs
 - Karen D will cancel Thur June 7 use of Town Hall if we're not going to need it
 - Everyone should get back to Karen D as events are confirmed so we can start poster and marketing
12. Rebranding and re-telling EAC story
 - Discussed using name "Town of Exeter Arts Committee" to strengthen tie of EAC with town in public minds
 - Discussed using both town and EAC logos on everything
 - Discussed possibly re-designing EAC logo, which would need BOS approval
 - Discussed ways to tell our story and our history
 - New reporter for Exeter News-Letter
 - Maybe do something with Exeter TV
 - Karen D will update history and "story" on website
13. Kelly N requested that posters be shared with committee prior to printing in case there are changes needed

- Discussed need to be working earlier, more in advance, for shows and events
 - May agenda – discuss responsibilities for fall shows
14. Sept theater event
- John M confirmed he is still working with Theater in the Open for this
15. Gallery Security
- Kathy shared discussion of and plan to put wall with locked door in side lobby to secure off the elevator access, as the elevator cannot be turned off
 - Darius discussed issue with the gallery being opened to the public for access to the bathroom on First Friday, April 6 and 1 security camera showed about 15 people accessing the gallery, dancing around, taking pictures, and trying to access the back room.
 - Other camera was not working, so we couldn't see who actually unlocked the door
16. Kathy shared that Kristin Murphy from Conservation Commission invited people to join meeting and group to help beautify the “pocket garden” on Water Street by the parking lot and maybe discuss getting a sculpture
17. Darius reminded everyone to put money box back in the locked back room at the end of gallery sitting.
18. Next meeting Wed. May 16, 6:30, in the gallery

Meeting adjourned at 8:15pm

Respectfully submitted by Karen Desrosiers