

# **Oxford Cultural Arts Commission**

[culturalarts@oxford-ct.gov](mailto:culturalarts@oxford-ct.gov)

Minutes for Wednesday April 17, 2019 - Oxford Town Hall 7 pm to 9 pm

**Call to Order (time):** 7:07 pm

**Attending Commissioners:** Jen East, JoAnna Lucas, joined via speakerphone Adriene Radcliffe

**Audience of Citizens** (*name and address*): none

## **Commission Business**

**Reading and Approval of Minutes** (list amendments only): no quorum

**Correspondence** (Kayla has keys for mail)

Received: Kayla not present, did not get mail

Sent: none

**Treasurer's Report** (Jenn via Jim Hilva Finance Director)

Account Balance Municipal \$ 3,000

Special Activities \$ 0

Arts & Crafts \$ 4,107

PayPal: successful set up, Rad Art \$1 donation as test run

New Bills: need to submit receipt for Rad Art Poetry Slam \$23.50 coffee/cream

## **OCAC Program Reports**

### **1. Art in the Park - Kayla**

- Tabled, no updates from Kayla for last 2 months, also has not submitted request for stipend from Committee for Special funds

### **2 Gallery - Jen/JoAnna Library**

- Meeting set up with Robbie April 29th to present hanging systems

### **3. Website Development - Adriene**

- Paypal for donation complete and tested- great!
- <https://www.oxfordculturalarts.org/partnerships> partnership page setup done!

### **4. Event preparation - Adriene (Items need to be ordered with the non-profit number)**

- tablecloth with logo and Ocac \$150, name tags for commissioners \$50, lanyards and Ocac pins \$300- Adriene will order in May
- Discussed where will we store items? Preferably in town hall-will submit another letter to town requesting a small storage space or office.

### **5. Sculpture in the Garden - JoAnna -**

- finalize the dates June 1- June 30

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- do we need thick mat, plywood, paver stone for sculptures to provide flat surface, stanchions, and sponsorship (haynes?)
- 
- JoAnna will work on contract and third place prize

### **6. Earth Day: Adriene - Coloring Contest Poster sent to BOE; Contest sent to BOE**

- Main meeting room reserved at town hall April 22 Monday - Main Room reception 7-9
- Approved on March 11 - Michelina did not get the coloring page (bounced due to size) resent.
- as of April 11 we have not had any submissions. Posted on our facebook to boost- 2 submissions, award one 1st prize Adriene will make certificate award and present, reception cancelled. photo and meet done
- Next year need to follow up more, contact BOE in Feb

### **8. Poetry reading open mic local businesses themed (JoAnna)-**

- Report on April 6 event at Open Mic at RAD ART via Adriene
- Oxford Baking co- and black hog request dates All Dates have been accepted
- the 1st monday for Oxford baking, the 4th wed for black hog
- posters and flyers will be made- budget for vistaprint postcards may 22, june 5, 26, July 3, 24, Aug 7, 28

### **9. General Orders - Old and Unfinished Business:**

### **10 General Orders - New Business:**

- Jen and JoAnna will handle the arts and crafts fair 2019

### **11. New Programs in Development**

Oxford Cultural Tour (Adriene) development idea - self guided passport to learn about oxford-work in progress

**Adjournment (time): 9:02 pm JoAnna first, Jen second**

Respectfully submitted by JoAnna Lucas Chair and acting secretary

19 MAY 16 AM 9:08  
TOWN OF OXFORD, CT  
*Margaret A. West*  
TOWN CLERK