

**WESTON ARTS and INNOVATION CENTER
ADVISORY BOARD (WAIC-AB)
MINUTES
For the meeting held on
Wednesday, February 1, 2017 – 9:15 AM
WESTON PUBLIC LIBRARY – CONFERENCE ROOM
87 SCHOOL STREET, WESTON, MA 02493**

MEETING CALLED TO ORDER AT 9:20

MEMBERS IN ATTENDANCE: Joel Angiolillo, Susan Brennan*, Dianne Butts*, Cecily Cassum, Gloria Cole, Lee McCanne, Audrey Pepper, John Sallay, Doris Sullivan* (* Ex-Officio Members)

MEMBERS ABSENT: Nicole Mordecai, John Thompson, Adam Wisnia

PUBLIC IN ATTENDANCE: Betsey Boyd, Rebekah Gardiner, Jennifer Warner

MINUTES TAKEN BY: Cecily Cassum

Joel reported that an architectural design meeting was held recently. Attendees included 3 members of the architect's company (LLB), the Program Manager, Joel A., John T., Susan B., Jennifer W. and Lee McC., as well of members of the Permanent Building Committee and the Historical Commission. The design team is targeting September '17 to present to the Community Preservation Commission and the Board of Selectmen with the goal of being prepared to present the design to Town Meeting in November '17.

John T. will offer meeting(s) to solicit design ideas and goals from the WAIC Advisory Board and subcommittee members.

Joel A. and Susan B. stressed that critical building issues such as the septic system and the ground water penetration will be a priority and will likely consume significant funds. The Historical Commission, Fire and Police Departments, Planning Board, Zoning Board, DPW and Permanent Building Committee will have requirements for building design as well.

Joel A. has initiated the process of incorporating the WAIC as a 501(c) 3. He has drafted the Application of Reservation of Name, the Articles of Incorporation and By-Laws of the Weston Art and Innovation Center, Inc. Once these drafts are finalized and filed it will take approximately 2 years for the approval process.

Joel A. described the positions and tenure of key board members. He stated that the WAIC will not be a 'membership' structure (where all decisions are made by the entire membership) but rather a structure where the board decides policy and procedure, etc. Dianne B. cautioned that it is very important to have job descriptions for board members, especially those for whom fundraising is a responsibility.

Dianne B. is reaching out to the Wellesley Free Library and the Sudbury Library to learn about their financial and organizational structures.

A general discussion ensued regarding the relationship of the Friends of the WPL and the WPL Board of Trustees, as well as the distinct mission of each of these two components of the Library. Joel, Susan and Dianne will continue to investigate how other towns have run their respective libraries, maker spaces, and similar organizations in order to determine the best structure for the WAIC, its board and the WAIC 501(c)3.

Cecily C. reported on the 2017 budget. The recent Open Mic Night collected \$298 in contributions toward food/drink from 85 attendees. Expenses were \$346. Future Open Mic Nights assume a similar level of donations but less expenses as there was food left over.

To date, WAIC workshops have been offered free of charge. In 2017 it is the goal of the programming committee to begin charging a materials fee for each workshop. Some workshops and the Open Mic Night events may even generate a small profit, which will be used to fund future similar activities.

The budget sets aside \$1,500 for a major event/performance in October to generate publicity just before Town Meeting. It also sets aside \$8,000 to be spent on direct mailing, signage, hospitality and outreach in the months just prior to Town Meeting. In sum, the budget assumes net expenses of \$9,488 for 2017.

Several members commented that it is important to demonstrate to the town that the WAIC can generate a profit and that programming should therefore be planned with that goal in mind. John S. said the WAIC needs to provide evidence between now and November that it can prove its mission and that it can be viable.

Audrey P. described the programs scheduled through June and into the fall, including a drypoint printmaking workshop, a polymer clay jewelry class, a GoPro workshop, a sports photography class, and another Open Mic Night. Notably the polymer jewelry class is mostly filled without having been advertised.

A general discussion about whether children's programming is part of the WAIC mission ensued. Susan B. said the WAIC building will not be designed to accommodate children under the age of 12. The WAIC's mission shouldn't conflict with the Counsel on Aging, the Recreation Center, Musicfest, existing library programs or the schools' programs. It is possible that, in the future, the WAIC may co-sponsor events with any of these organizations, but would not target programming at children or seniors specifically.

Joel A. will send out a newsletter next week and will create a doodle poll to determine the date for John T.'s session(s).

Meeting adjourned at 11:05.