

**Cape Elizabeth Arts Commission**  
Minutes of the January 2006 Meeting

Diane Brakeley called the January 10, 2006 meeting of the Cape Elizabeth Arts Commission to order at 7:15 pm. Also present were Marlee Hill, Steven Popp, Christine Morgan, and Suzan Backer and Lina Newhouser, who were appointed to 3-year terms starting in 2006. Jay Scherma joined the meeting shortly thereafter. Sara Lennon resigned in December. Pam Stevens' term ended in December.

The secretary's minutes of the last meeting were read. It was noted that Suzan Backer's name was misspelled. With that correction, the minutes were unanimously accepted.

Treasurer's report for 2005 Budget (7/1/05-6/30/06)

Diane Blakeley reported current balance is the full \$3,000 granted for this period.

Steve Popp submitted a bill for \$250.00 for framing student artwork for the Permanent Collection.

Election of 2006 Officers.

moved and accepted to change the Co-Chair title to Vice Chair.

As was determined at the December meeting, Diane Brakeley oversaw the discussion and election of new officers. The discussion offered everyone an opportunity to express their preference for a position. Marlee Hill wanted to keep Permanent Collection; Christine Morgan wanted to keep Thomas Memorial Gallery Coordinator; Diane expressed interest in being Chair; Steve agreed to be Vice Chair again; Suzan was willing to take on Treasurer; Lina agree to be Secretary. Diane noted that the commission is short one member, and Christine agreed to be Grants Program Coordinator on a temporary basis. Diane proposed the following slate, which was unanimously accepted:

Chair: Diane Brakeley

Vice Chair: Stephen Popp

Treasurer: Suzan Backer

Secretary: Lina Newhouser

Permanent Collection: Marlee Hill

Thomas Memorial Gallery Coordinator: Christine Morgan

Grants Program Coordinator: Christine Morgan, until the CEAC has a 7<sup>th</sup> Member

**OLD BUSINESS**

- **Picture Hanging:** (current/2005 Budget Expenditure)  
Steve brought samples and pricing of a possible new hanging system for hanging work in the library gallery. Two options from the company Gallery

Systems USA presented were a clear plastic tape, and a wire system. The wire can hold 66#; the plastic only 33#. The wire can be easily released from the hanging rail, but the basic system needs an Allen wrench to change the length (although it can be upgraded to self-adjusting.) The tracks can be painted. He presented three options with pricing:

1. Clear tape w/ 52' of track, 100 tape packs w/hooks, 20 end caps = \$1196
2. Stainless Steel Cable w/52' of track, 100 cable packs w/hooks, 20 end caps + \$1286
3. Stainless Steel Cable option 2 above w/ self gripping gallery hooks= \$1546

Diane suggested that we should ask the library. Jay said he would present it to the Board, but does not expect it to be a problem. Diane asked how many hooks would we need and what other costs would be involved. Christine said she would only need 30-40 hooks, and she could find someone to install it for free. Others commented that we should buy more hooks.

Jay asked how much of the \$3,000 annual budget is already committed. Based on expenditures from the current budget, the group agreed that \$750 would go to the Permanent Collection, \$750 to the Thomas Memorial Gallery, \$500 to Grants through June, leaving up to \$1,000 for the hanging system. (Christine left the meeting.) Suzan made the motion to accept Option 3 for up to \$1,000, noting that this will be a good investment based on research and knowledge by a gallery owner (Steve). Lina seconded the motion and it was unanimously accepted.

○ **Commission Member Replacement**

Diane reported that the process for filling the position is pretty simple. Jay noted that **January 27 is the deadline for submitting applications**. Application forms are available from the Town Clerk.

○ **Update of Library Gallery Schedule**

As Christine had already left the meeting, Diane will call Christine to approve the schedule in the December minutes. Diane will also call the High School to see if it would be possible for Svetlana to display in the HS in April instead of May. Then Stephen will call Svetlana to confirm.

○ **Grant Application from Recycling Committee (current/2005 Budget Expenditure)**

Diane reviewed the request for \$800 from a total budget of \$1800 for a Spring 2006 project. The project aims to educate elementary school kids about recycling by bringing in students from MECA to work the students to create works of art from recyclable stuff. The bulk of the funds supports payment to the MECA students. Following a lengthy discussion, commission members agreed that we like the collaboration with MECA, but feel the project is underdeveloped. (Marlee left the meeting). Diane suggested that we could review again next month. Steve moved that we reject the grant request as

written but invite the Recycling Committee to resubmit, noting that the \$800 request is more than the CEAC can commit. Suzan seconded the motion. All agreed.

## NEW BUSINESS

- **Welcome new members and Board and Commissions Orientation:**

### **Suzan Backer and Lina Newhouser to attend with Diane Brakeley**

It was noted that Suzan and Lina are invited to the Boards and Commissions Orientation on Monday January 30, 2006 in the High School cafeteria. A buffet dinner will be served at 6 pm. The orientation is scheduled from 7:00-8:15 PM.

- **Writing Contest: Start Planning (current/2005 Budget Expenditure)**

Diane Brakeley reviewed the contest: It is a town-wide competition.

Categories for entry are per age group. The public event at the end of the competition is a reading by selected writers in each category. The first year we had 55 entries. Year 2 we had 69 entries.

### Venue:

Steve: Are we are looking for a new space? The Pond Cove Cafetorium has bad acoustics, but we need a space (if possible owned by the town) that can accommodate 110 people max.

Possible Venues listed by the group:

- Spurwink Church
- Methodist Church
- Council Chamber (100)
- Fire Station
- Library (80)
- Pond Cove Cafetorium (300?)

Jay suggested splitting the event. Suzan said the most fun is hearing everyone read. Lina suggested a church. Jay said the HS auditorium is impossible to get in the spring.

### Entry Forms and Prizes:

Diane: We need to revamp the forms. Why do we give out prize money?

Jay said the prizes were set with the idea of what they could accomplish, for example adult at \$200 would get dinner out for two, with a sitter.

Suzan: we could get away with out give cash prizes for adults

Steve: we could give gift certificates...something related to the arts, or the theme...good PR for the donatee.

LN: does someone coordinate this?

Jay: Until now it was not split up. "Programming" was seen as a committee wide responsibility

### Date:

Jay & Diane suggested entry deadline the week before April vacation, so we have a week to review the Public Event the week after school vacation.

Suzan: We will look into spaces available April 26 or that week, to accommodate 150-200 people.

Jay: can get a good catering price from the school if we use a venue close to the school.

PR:

Suzan: Need to get the announcement to the Cape Courier soon. To get started we only need the entry deadline. Jay suggested creating the entry form and printing it with the blurb in the Courier, so the form and can simply be stapled to the entry.

Budget:

Diane: Will \$500 suffice?

Steve: Will try to get donations of Gift Certificates for prizes for

It was time to adjourn.

Commission members present agreed to discuss remaining items at next meeting.

### *DATES for your calendar:*

- **Monday, January 30: Boards and Commissions Orientation.**  
(Suzan, Lina and Diane )  
A buffet dinner will be served at 6 pm in the HS Cafeteria. The orientation is scheduled from 7:00-8:15 PM.
- **Next CEAC Meeting February 14, 2006 – 7 pm - in Library**

First Item of Business: Budget for July 1, 2006 budget year

Respectfully submitted, Lina Newhouser, Secretary