



JENNIFER HIGGINS  
ORLEANS TOWN CLERK

## Orleans Cultural District Committee Meeting Minutes

October 3, 2023 Skaket Room, Town Hall

Present: JoAnna Keeley, Paul Shorthose, Louis Yarmosky, Kirsti Pfeiffer, Craig Oliveira, John Didsbury, Clare O'Connor-Rice, Andrea Reed (Select Board Liaison) via zoom.  
Absent: Debbie Winnick, Bonny Campbell-Runyon, Karen Pierson, Peter Brown

Paul running the meeting, Kirsti appointed as acting secretary for minutes

**Minutes** from September 5 were approved unanimously.

### Treasurer Report:

- 15K MCC Cultural District Investment FY'24 Grant is approved, unclear when it will arrive. As it's a Cultural District Investment grant, as opposed to the CD Initiative grants, no need to submit a budget.
- As soon as Pop Ups are done in November, will be down to a small amount remaining in our current FY 23 grant. An invoice was submitted for \$423 payment to Cape Cod Tech for printing the new brochures. Discussed creating a simpler spreadsheet for budget planning and reporting process

### Annual Committee Restructuring

- The Mission and Goals document was handed out to the committee, and Paul gave an overview. Committee members agreed the document is a great starting point. Paul agreed to head up mission section, and Karen agreed previously to head up goals section. Members were asked to volunteer for this task force. JoAnna brought up that we're under the Mass Cultural Council umbrella, so great to have our own goals, but we fit under the bigger umbrella of the Mass Cultural Council. We're designated by the State as a Cultural District, and our renewal is 5-7 years.
- Joanna talked about SB Town committees' chair (or representative) meeting- no obligation, but a good opportunity to know what's happening- no more than an hour – First Thursdays at 8am
- Chair process- committee again agrees on rotating chairs – Bonny and Karen will alternate the next 2 months, and then by January want someone in the role of Chair and vice-chair of the Committee for 2024

### Pop Up Live Music Fall Series

- There's a new sign-up process at the Old Firehouse to get the key. John, Frank and JoAnna all have approval to pick up the key- There's a "sign out and in" sheet at the Police Dept. (8:15 or 8:30am key pick up time)
- OCDC may or may not be able to store signs at the Old Firehouse, to be determined in November

- Gift certificates- The Academy gave OCDC 2 tickets to an Academy performance (to use at any time) for the winner of an attendance drawing held at the remaining Live Music Pop ups every Saturday. Clare made a motion that OCDC could provide gift cards supporting local cultural assets to promote local businesses, starting on Main Street — need to approach the town about how to get reimbursed for this. Seconded by JoAnna and approved.
- Promotion for Pop Ups On LCTV what's happening spotlight/ Connecting with AFCC.
- Louis agrees to lead Pop-Ups on the 28th in JoAnna's absence.
- Members of Outer Cape Winds hopefully playing on Nov 4- schedule will be reprinted with updated information

Other- Activities calendar for Old Firehouse has been removed from OCD website and moved to the Town website

#### **Social media Update:**

- Paul sending new photos to Candace. Concentration to be centered on Orleans Cultural Assets.

#### **Cultural Asset Brochure:**

- All 1K brochures have been distributed. Committee discussed including virtual businesses as an insert or QR code for Artists or studios without a store front. This would link to a page on the website.
- Clare was approached by the Orleans Chamber asking if we would like to be members. JoAnna and Andrea will talk about this with Kim, how this can be included in annual fees- more research needs to happen, so membership is under discussion

**Next meeting:** Cannot legally meet on election day- will need to reschedule – JoAnna seeing what's available for November meeting

**Motion to Adjourn** (O'Connor-Rice/ Yarmosky 2nd) was approved unanimously.

Other: Paul Shorthose presented the Draft for Review of Cultural Assets Storefront Video to be added to the Cultural District and Town websites.

*Minutes submitted by Kirsti Pfeiffer, acting secretary.*