

Salisbury Cultural Council
Arts and Cultural Initiative Subcommittee Meeting
March 31, 2022, 6:30 pm

MEETING MINUTES

In attendance:

Donna Keefe, Kathleen Gilday, Jennifer Roketenetz, Donna Abdulla, Drew Dana, Shelley Rissotto (remotely), Lisa Pearson

I. Planning

Donna asked for volunteers to be facilitators at the five tables based on the five categories. We need to recruit five notetakers. Kathleen and Donna will ask if any cultural council members will participate. Shelly offered her expertise as a coach and trainer to assist facilitators in preparing for the meeting. She will reach out to the facilitators.

Facilitators are:

- **Community Culture:** Drew Dana
- **Public Art :** Kathleen Gilday
- **Open Space/Gathering Spaces:** Jenn Roketenetz
- **Historic Sites/Buildings:** Donna Abdulla
- **Natural Resources/Recreation:** Lou Masiello

II. Format and Timeline

We decided to change the Community Meeting to Community Focus Group for the public to see it is an open forum where we are encouraging participation.

We agreed that the introduction of committee members will include completing the sentence, "I joined the Arts and Cultural Initiative because ..." The tagline, Embrace the Quirky, will be included to test it and see if there is any response.

Revised Format:

- The meeting will be announced as 90 minutes from 7:00 – 8:30 pm.
- Donna will present the background of the Initiative and lead into the breakout sessions instructing the audience to go to the table with the category that resonates with their interest.
- There will be two rounds of discussions. The first will be approximately 20 minutes. Participants will be able to move to another table of interest if they choose for a second round of discussion for approximately 10-15 minutes. Notetakers will record feedback on large sticky note pads while facilitators encourage conversation.
- We will let participants know and ask for their consent to record the conversation on a cell phone to capture the discussion in its entirety.
- Facilitators at each table will recap the comments captured by the notetakers to everyone. In addition, Shelley will monitor the breakout

sessions and follow the table's report with an overview of the significant points recognizing any trends.

- Donna will close by providing information for the next steps, asking people to sign up to volunteer to assist in planning, and sharing our final report.

III. Location, Logistics, Promotion

The Colchester Room is reserved. We discussed alternative sites and considering going back to the library. Lisa checked with Terry to confirm availability and change of location. We will provide beverages and snacks, and we need to determine if they are allowed at the venue.

SCTV's televising and recording of the meeting will be determined. The committee felt it might impede a candid and open discussion.

We will start promoting after April 18 to eliminate any confusion with the upcoming meetings on April 4 for master planning and the April 14 candidate's forum. We plan to post and send the flyer to the same groups and organizations where we sent the survey. We may print posters and flyers for distribution.

IV. Next Meeting

April 14, 2022 at 6:00 pm in Conference Room A

Donna asked everyone to review the presentation, specifically the goals and discussion questions, for any changes in content and respond to the group. The presentation and flyer completed and presented at this meeting will be the final.

Respectfully submitted,

Kathleen Gilday, member
Salisbury Cultural Council, Arts and Cultural Initiative