

## FACA Steering Committee Minutes January 7, 2016

In attendance: Ed Bradley, Jane Bradley, Keith McBride, Elizabeth Guffey, Mark Evans, Betsy Roper, Ellen Ebert, Scott Miller, Julie Freund

Meeting called to order at 7:08pm

(1) Betsy moved to approve December minutes; Keith seconded. Minutes approved unanimously

(2) Needs Assessment Report: Julie Freund reported that Susan Hazzard and Shari Broder are working with her to figure out a way to bring Freeport's visual artists into a discussion of their needs and interests. A list of artists will be circulated for steering committee members to add artists they know. The hope is to have a first meeting of artists in January.

(3) InfoHub Working Group update

(i) Elizabeth reported there has been one reply to the virtual kiosk RFP. We are extending the deadline and re-contacting potential developers. This will delay the rollout of Virtual Kiosk 2.0. In the meantime, Elizabeth will continue to update and improve the current site, including the addition of events listings.

(ii) Ellen reported that Bow Street Market is open to idea of a kiosk there, but has questions that would need to be addressed:

- What is different about this from their current public announcement board?
- Is this to be limited to Freeport artists and events only or will events/artists from neighboring communities be allowed to post as well?
- What will it look like? (doesn't want to be involved in design phase, but she would need to have review of design and would favor something simple)
- How will it be maintained to keep info current and tidy?
- Will it be the only kiosk, one of a small number, or will there be many kiosks around town?
- If it is outdoors, will it be effective year-round?

While we work on this, Bow Street is open to reorganizing their existing bulletin board to have an arts section. They would continue to do the posting and maintenance of this board.

(4) Finance Committee update: no additional progress on fundraising to report.

(5) Logo contest: Agreed to launch a logo contest this month. Keith is researching and will circulate a draft of contest guidelines. Elizabeth will post "logo contest coming soon" message on the website and Facebook page and write a press release when the contest guidelines are ready for release. InfoHub will put the word out about the contest via web, Facebook, and press release. We will make sure art teachers are on the distribution list for the press release.

(6) New idea: Mark suggested we have someone – or a few people -- serve as a liaison between FACA and the public and private schools in the area, including vocational schools. Liaison will reach out to teachers and administrators to bring them into the FACA discussions.

**AI:** Elizabeth will talk with Simon Skold about this.

(7) Location Report

Keith reminded us that Property A was deemed to have potential as an arts & cultural center. It already has good space for fine arts but would need significant effort to put theater in it and our group is not in a position to proceed with an offer at this time.

Keith told the group about a new property -- Property D -- that went up for lease/sale in December. The business currently at that location has closed for the season. It is a big building on a big site. Elizabeth reported that she believes the space could work as an interim space for theatrical performances and many other performing arts uses as it is, but eventually a significant build-out or expansion would be needed to fully satisfy the need. Keith thinks there may be a

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partnership opportunity to use the space before purchase. The question remains – are we ready. Keith will contact the owner about an exploratory discussion with FACA representatives.

Ed reported he has sent a feeler out about Property C.

(8) Financial & organization report: We are still waiting to hear from IRS on 501c3 status. Jane reported we have \$1100 in the bank account as of 11/30/15.

Next meeting: February 4, 7pm at Town Hall.

Meeting adjourned at 8:34pm.