

Meeting minutes for ABCC March 8, 2016 meeting in Town Hall 126

Attendee: Sunanda Sahay, Nancy Evans, Kristie Rampton, Linda Mayer, Dawn Wang, Ramika Shah, Beth Bevis, Palma Cicchetti

Meeting to order at 7:32pm. Feb 9 Meeting minutes are approved. Nancy made a motion, Sunanda seconded it. All approved.

Grantee Reception preparation:

Invitations: The invitation is sent to all grantees, town officials of both Acton and Boxborough as well as ex-culture council members. Still time to send more invitations to anyone. Beth will do the RSVPs.

Performance: The performance from Angel Dance is confirmed by Sunanda. It is about three mins with 12 kids. Can they possibly reduce the number? It is recommended to have them carpool and no parents in the room. Dawn to check with the dancing group. Sunanda had a hard time to find a band to commit. Can we check Indian Hills?

Wine donation: Nancy talked to Colonial wine, which readily agreed to donate a case. It is agreed that simple transparent plastic cups would work for wine.

Setup and Design: Linda and Ramika were suggested to go to Dollars store to get paper product, deco and table skirts. Ramika will help with the setup tables and deco in the morning. The floor plan is shared, with four tables to the side and podium at the corner. Ramika and Kristie will bring coat racks. Nancy will bring eight frameless candles. Trader Joe's agreed to donate flowers. Kristie will pick them up. Ramika will help setup.

Menu: it would depend on what we can get from Costco. Sheila and Ramika will meet at 2pm on the day at Kristie's house.

Budge for paper product is \$100, the budge for food is \$350. Four options of appetizers and four kinds of desserts, Kristie plans to cook some. Soda and punch for drink. Nancy made a motion and Dawn seconded, all approved.

All come to setup at 5:30pm in the library. Ramika will bring cooler. Sunanda has drink tickets. Suggest to attach tickets with the name tags. Dawn to design and print name tags. It is suggested to include the new logo and have both names, affiliations. Purchase the professional name tags sheets from Staples. Prepare fifteen or twenty blanks name tags as spare, and bring a marker. Get ex ABCC members and 2016 grantee names from MCC website, cross-check the final RSVP list with Beth.

Treasure reports: Members reviewed the treasure report.

Foreign film series updates by Nancy: five candidates so far, plan to have five more. The submission closes on March 9. Need to book some public space like RJ grey library to review and screen.

Film festival banner quote: banner size is 3 feet by 25 feet. The first quote is \$694, with two patches at \$70 from Precision Printing which Acton town Rec used. The second quote \$980 is too high. Beth to get more quotes from Staples and gotprint.com and allstatebanner.com.

Treasure's report: Cilia Knight from Gate school doing the solar sculpture needing \$150 extra from town fund to pay the artist fee to cover another session. Kristie made a motion, Linda seconded. All approved.

Logo: MCC approved the logo designs. We only need to include MCC logo with ABCC one for MCC funded events. We can use any version of ABC logo designs as seen fit. Suggested to use it in the name tags. Add the new logo introduction as one of the agenda, and have a bio and photo of the designer.

People have a positive feedback on Feb 10's MCC assembly at the State house, we have learnt the various events other towns' CC have done. Wished for more mingling and interaction with other MCC teams in the future.

Meeting adorned at 9:05pm.