



Syracuse City Arts Council Meeting Minutes May 5, 2021 8pm

Minutes of the special meeting of the Syracuse City Arts Council held on May 5, 2021 at 8 pm, held virtually via zoom, meeting ID 813 6756 9528, in accordance with Executive Order 2020-1 issued by Governor Herbert on March 18, 2020 Suspending the Enforcement of Provisions of Utah Code 52-4-202 and 52-4-207 due to Infectious Disease COVID-19 Novel Coronavirus. No physical meeting location was available.

Board Members Present:

Russ Lynch, Chair
Kresta Robinson, Vice Chair
Cindy Hellewell, Secretary

Libby Fawcett, Treasurer
Christopher Weaver, Music Chair
Tara Wilson, Fundraising Chair

City Representatives & Staff Present: Councilman Dave Maughan

Volunteers: Jake Swenson, *Matilda Jr.* Director

1. Opening Business

- Call to Order at 8:10am, Sheila Worley and LeAnna Hamblin were excused
- Cindy motioned to adopt the May 5, 2021 Agenda as written, Russ seconded, all voted in favor
- Tara motioned to approve the April 7, 2021 minutes as written and Chris seconded, all voted in favor
- Libby reported there were no new expenses that have not been previously approved since April 7, 2021 so no Board action was required.

2. Public Comment-No public was present at this time.

3. 2021 Season for Theatre, Jr Theatre, and Music

Orchestra Concert-May: Russ and Tara will work together to get a webpage and QR code for the program. Tara needs to update poster with QR code by tomorrow. Cindy sent survey link, which will be included in the digital program. Russ will work with Tara to get the donation box. They need to count attendance and invited the board to come to help.

Big Fish-June Performance: Tara will work with Sheila on posters and banners. T-shirts are being ordering. SCAC needs help with lighting. Russ would like a Facebook post to ask for help with what they need. Russ can help tomorrow.

Jr. Theatre Summer Camp-June: Russ reported that Jackie Rawlins is the new camp director. Registration is going well. Russ would like Jackie to come to the June meeting. Kresta reported that Stoker Park is scheduled to use for the camp. The state has removed many restrictions and the Jr. Theatre Summer Camp may be able to be moved inside. Social distancing has been removed at this point.

Matilda Jr. performance-Nov.: Jake Swenson reported. They need approval of the audition form and Jake wondered who would approve that. After discussion Russ moved that LeAnna Hamblin be assigned the Jr. Theatre assignments for the next 30 days. All voted in favor. Russ clarified that dates and other items normally needing Board approval, still need to be brought before the Board, but other items can be approved through LeAnna. Jake Swenson would like to move the performance up and the school is available. He has a pricing quote from them. They priced him \$3,800 for rental for 6 days. Russ said they have about \$7,500 in their budget and are expecting them to bring in about \$10,000. Kresta suggested that dates for Jr. Theatre use of the recreation center be double checked. Tara motioned to approve moving the performance dates up to November 4, 5, and 6th with rehearsals 1,2, 3rd. Russ seconded. All voted in favor. Jake and Michelle will confirm dates with the recreation center. Auditions are the last weekend in July. The Board was reminded who is on the production team for *Matilda Jr.* The production team will have their first meeting in June. Tara will ensure the production dates are updated with MTI. Jake left the meeting.

Season Planning happens on or before September. Russ plans to work on next year's season in June to prepare for September. Chris would like to have four concerts in the year.

4. Publicity

Sheila has nothing new that has not been discussed. She wants to get the *Big Fish* publicized as soon as possible.

Moving back to item 3, Chris wants to know who will announce the concert. Tim wants to announce the concert pieces and talk. Councilman Maughan suggested informing the audience that SCAC has secured a grant that helps fund the Timpani and would appreciate donations to help pay for it.

WORK SESSION

5. Report on Bylaw Status, Councilman Maughan reported that the bylaws are approved as they were submitted. Russ reported the date and time of the City Council meeting where this was discussed. Russ asked about the updates to the city code, which required changes as well. Councilman Maughan said the required changes are being made.

6. Committee Updates/Discussion

Councilman Maughan: Plan on meeting in person next time unless we are told different.

Kresta: She reported that Syracuse Days is happening. There will not be a Carnival. There will be bounce houses, and vendors and tournaments. They are advertising for SCAC as well. If we send them the advertisements, they will put information on their big screen. Kresta will find out what size graphics they need, they can send some and he can adjust. 1080 by 720 is what Russ suggested planning on. SCAC can promote their events in the parade if they wish.

Libby: Has nothing new

Cindy: Get volunteer hours in. She suggested SCAC go through the Policy and Procedure Manual paragraph by paragraph when reviewing the document, like what happened for the bylaws.

Chris: The timpani were ordered, and they are on backorder. Everything has worked for utilizing the police station. They have a key card that works on Tuesday night and have access to the storage room. They will take a break until September. Kresta will let the police station know that the orchestra is done utilizing the space for a time. Jazz Band could consider something for Heritage Days. If they want to be on the schedule Kresta said they should contact her. Tara does not believe Phill can use his basement for practice space. Councilman Maughan is concerned about the Jazz Band using the police station. Even if we had approval, we would need a Board member to be present at the Jazz Band. Chris is the Jazz Band but may not be there every day. Russ offered to be a backup if needed. Russ asked about rehearsals for Jazz Band at a park. Most of the pavilions have electricity. Because we are a city associated group the rental fees would be waved. The only challenge is the need to balance the citizen use of parks with city organizations. Breezes would blow music off the stands. Councilman Maughan will wait to hear from Chris about Jazz Band needs.

Tara: She sent emails out for sponsors and has not heard back. Kresta will check tomorrow for letters at the city. Libby checked last week and there were no sponsorships. Tara is wondering if we should do the auction during *Big Fish*. Russ suggested splitting it up and planning to do auctions at *Matilda* and *Big Fish*. She will work on adding Board member emails to the webpage.

Russ: Nothing new to report.

7. Future Agenda Items

Next meeting Wednesday, June 2, 2021. We will talk about the season and policy and procedure manual.

8. Adjournment, Russ moved that we adjourn. Chris seconded. All voted in favor. Meeting adjourned at 9:06pm.

5-5-2021 Minutes Approved by SCAC Board on 6-2-2021

Russell Lynch, Syracuse City Arts Council Chair

Cindy Hellewell, Syracuse City Arts Council Secretary