

City of Derby - Cultural Commission

Minutes of September 23, 2019

Dani Soto called the meeting to order at 7:05 pm and the Pledge of Allegiance was recited.

Members present: Rosalie Cota, China Mayhew, Sarah Miller, Dani Soto, Susan Schroeder

Members absent: Rich DiCarlo

Members from the public present: 0

Old Business:

-Picture Quiz Contest: Dani Soto will reach out to Pam Gagliardi about cost of printing, posting on the City Hall website, and setting up the collection box at the Clerk's Office for contestant entries.

-China Mayhew will see about uploading the quiz to DCC's Facebook page, so contestants can print it themselves. She will also post teasers for it on Instagram and Pinterest.

New Business:

-DCC Budget Review:

Summerfest expenditures were \$6,369.00

Summerfest income was \$2,495.00

Leaving us with a balance of \$9,196.14

The idea was proposed that perhaps a comprehensive budget sheet can be deposited in the DCC mailbox at the beginning of each month for DCC review.

-A Halloween event for children (ages 6-12) will happen on the Derby Green on Sunday 10/27 from 2pm to 4pm (Rain Date: 11/3). This subcommittee will be headed by Susan Schroeder and China Mayhew. A budget of \$300 (plus or minus) was approved unanimously. China Mayhew is taking care of ordering candy. Assorted paints, brushes, and Dixie cups will be provided for children to paint pumpkins. We will also have three \$25 gift cards available for costume prizes (to either Wal-Mart or Target). We will also have money set aside for a reserve of pumpkins. China or Susan will contact Marcucio Gardens or Jones Farm to see if they can sell pumpkins on the green that day. Dani Soto will contact Rich DiCarlo about designing flyers for the event.

-In the future, all subcommittee leaders on the DCC will email Pam Gagliardi event dates and details, so she can add them to the City Hall website calendar.

-China will be the sole administrator to reply to any Facebook emails from the public.

-Susan's proposed email to garner Summerfest vendor feedback was approved by the DCC to send out. The only amendment was to delete Lisa Brailey's name from the correspondence.

-It was proposed that the DCC have a standard form letter with our tax ID number on it that we can give to small businesses in the case that we ask them for any donations. Dani Soto will contact Pam Gagliardi about that.

-A proposal from the Board of Aldermen to combine Summerfest and Derby Fireworks for 2020 was tabled.

-The proposal from Susan Schroeder to use a new band for future summer events was tabled.

Meeting adjourned at 8:17pm.

Respectfully submitted,

Sarah L. Miller Cultural Commission Secretary