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East Haven Arts Commission Minutes

February 20, 2024

Hays School

PRESENT: Chairperson Cindy Genzano

Director Michael Moore

Director Debra Giordano

Director Kari Collins

Director Sharon Collins

Director Robert Genzano

Absent: Director Mike Enders

Public member Travis Giordano

Chairperson Cindy Genzano called the meeting to order at 7:05 p.m. Roll call was done, and a quorum was present.

Item #2: Minutes Of Last Meeting

Director Kari Collins made a motion to accept the previous minutes; it was 2nd by Director Robert Genzano. All in favor.

Item #3: Financial Report

a. Director Sharon Collins explained that we currently have a balance of \$23,873.43. Copies of the monthly report were shared, and it was explained that the receipts that are highlighted in yellow are not in the google forms and we are still waiting on them. We did get our money that was owed to us from the town, and we think that we will need to draft a letter to the subcommittee before they meet to request our annual amount. We also had a deposit returned from

ShowTix4u and we will contact them to see if they will reissue the check. Director Kari Collins made a motion to accept the report as read; it was 2nd by Director Robert Genzano. All in favor.

b. We had to sort out the Form 1099 from the IRS and get them sent out to all who received an amount over \$600.00. Reminder that this needs to be done by January 31 each year. Thank you to Directors Kari and Sharon Collins who were able to get this matter resolved.

c. Director Robert Genzano explained that we got our last installment from the CT Humanities grant for \$1,375.00. We are also reminding everyone that we should thank the companies that issue the grants in our programs for our shows.

Item #4: Key Box use

We purchased a new sturdier key box, and it will be placed at the far end of the building. There are still vandalism issues and still have problems opening the front door with the key.

Item #5: Requests for Purchases

Director Robert Genzano explained that the ladder that was used last summer is broken and needs to be replaced. Director Robert Genzano made a motion that we spend \$200.00 to reimburse Robert and get a new ladder, it was 2nd by Director Kari Collins. All in favor.

We need a panel cart to transport lumber and other items from the shop to EHHS and vice versa and it could also be used to transport the panels in the art show at the festival. Director Debra Giordano made a motion to spend \$500.00 and purchase a panel cart, it was 2nd by Director Michael Moore. All in favor.

We need to replace the battery on the laptop we purchased, we may need to find a place. Director Sharon Collins made a motion that we spend \$50.00 to replace the battery, it was 2nd by Director Michael Moore. All in favor.

Director Robert Genzano said that we should purchase another laptop for the Treasurer's use. Director Robert Genzano made a motion that we spend up to \$575.00 for a laptop, it was 2nd by Director Kari Collins. All in favor. We can get whatever programs that the officers need such as Office installed, just please let us know.

We asked if there were any more requests from the floor and it was brought up that a white board on wheels would really help in the summer shows during auditions and can also be used for other events we may do. Director Kari Collins

made a motion to spend \$150.00 for a white easel board on wheels, it was 2nd by Director Debra Giordano. All in favor.

Please bring any requests for items that we need to our attention.

We also discussed that we should establish a set amount per member without having to get it preapproved, for example, we see something at Michael's that works for our show, we could buy it and then get reimbursed. Director Robert Genzano made a motion that we allocate \$50.00 per person, per month without authorization from EHAC; it was 2nd by Director Kari Collins. All in favor. A wish list of items needed was also encouraged.

Item #6: Funds for Truck Rental

We will need to move set pieces to EHHS for their production of Curtains. We are going to see if the Town can help with this, if not we will have to rent a truck.

Item #7: Visual Arts Committee

Director Michael Moore explained that we are still looking into using the former DTC office space. He has a meeting with a representative next Monday and will let us know the answer. He is also in contact with Coldwell Banker who rents out the yellow strip mall on Main St. to see if we can use a space there.

Item #8: Performing Arts Committee

a. Director Kari Collins explained that they were turned down for Mamma Mia again. She thinks it may be that they do not offer it to Community Theater groups. The committee made their proposals on the two shows; the older show will be open to 11th grade and above, and the younger group up to grade 11. We had a discussion on the shows, and we were also told the dates. Director Michael Moore made a motion that we approve the two recommendations from the committee, it was 2nd by Director Debra Giordano. All in favor. The show dates are as follows: Older Show July 18,19, 20 and Younger Show August 1,2,3. The applications for the production teams was due on February 18 and interviews will be scheduled.

b. We still have an issue with finding rehearsal space for our summer productions. We can rent out a space and we would need it from mid-May until August from 5-9 p.m. Please reach out if you have any creative ideas on what we can do and if you have someone who could help.

Item #8: New Business

We would like to formerly thank Robyn Genzano for all her choreography work for Finding Nemo, Jr. and Robert Genzano for working with the kids and the sets; we truly appreciate what you all did.

Our next meeting will be March 19, 2024, at Hays

Director Sharon Collins made a motion to adjourn the meeting at 8:56 p.m.: it was 2nd by Director Kari Collins. All in favor.

Respectfully Submitted,

Debra Giordano