



Ballston Spa Committee on the Arts
66 Front Street,
Ballston Spa, NY 12020

Ballston Spa Committee on the Arts

Minutes 10/4/2023

Call to Order - 7:05

Pledge to the Flag

Attendance/Introductions - Trustee Bernadette Van Deinse-Perez, Katie Tiedemann, Ashley Crouse, Anne Menkins, kate van buren

Approval of the September 6th meeting minutes - Approved as is; no updates.

Old Business

Action item review - under separate cover.

Planters Watering schedule - Done. George retrieved them.

Saratoga Arts application process - Cathy tested the process as an applicant (for Brookside classical concert series) and experienced an issue around the Memorandum Of Understanding (MOU) and Letter of Intent (LOI). Katie will clarify the application process with SA (Spencer). Determined process updates: step 1 - submit COA application (to be used as LOI), then step 2 - Village agrees to which project(s) are within B'Spa fiscal sponsorship, then step 3 - communicate with artists of trustee decisions, then step 4 - go through the SA application process.

SA process communications (website, social media, press release) needs to be adjusted re: LOI/Application - Bernadette/Ashley to update and submit. kate to create a LOI applicant list for SA grants.

Branding/Marketing next steps -

1. Website site map for revamp -
 - a. Current site map created. Next step is to create future website map then prioritize content revisions
 - b. Finalize application/SA funding process - Done
 - c. Update the application (including a supplemental document for budget) - Done



Ballston Spa Committee on the Arts
66 Front Street,
Ballston Spa, NY 12020

- d. Align our scoring rubric to the SA criterion - for fiscal 2024, we will use the SA criterion for our scoring rubric
- e. Future website opportunity - make our COA application an online application. May be able to make an editable PDF in future.
2. Introduction Cards - distribute as needed
3. QR code (complete) and Flyer (needed for Arts map) - Emily/Katie
4. Social Media cover pic - Ashley; request art (without remuneration this first time out)
5. Pop-up banner - Emily

BSBPA partnership - 9/18 meeting report out (Emily):

1. Garbage cans sides - Emily/friends are drafting a design for Village panels (up to 8)
2. Middle School long term art project - no action; future fyi only.
3. Tie dye BSBPA t-shirts - June; approved by BSBPA
4. Random Acts of Poetry - To be discussed at the next BSBPA meeting; kate will introduce the idea to the Library as fyi.
5. Next meeting schedule - katie/George to attend October 16; Ashley/Emily available to attend as needed

New Business

Project progress report - Group A:

Survey of the village* (Anne/Ashley) - see photowalk/map, below.

Social Media Calendar/'Holiday' promotions (Emily) - no update.

Community Bulletin Board rehab (kate) - in process; anticipating late October unveiling.

Library projects (kate, Ashley)

Tiny Craft Library (kate) - no response; canceling the project.

Craft Classes (kate) - 1 complete; no additional scheduled.

Fiber arts meet-up - holding until fall - kate to follow up. Note upcoming weaving/crochet youth meeting series at BARC.

Author presentations/Book Signing - no response from Library; canceling the project.

Project progress report - Group B:

Photowalk/map (Ashley/Anne) - Apply for SA funding to create an interactive map; funds to be used for creation of the digital map; put all the entries on the directory on the map. Emily to research WHO can do this work. This will be a COA grant request to the SA.



Ballston Spa Committee on the Arts
66 Front Street,
Ballston Spa, NY 12020

Village of Friends Street Banners (Katie) - Nellie is submitting design ideas via email.

Plein Air classes (Cathy) - No more 2023 classes; will reconsider in 2024.

Sounds... concerts (Cathy) - advertising plan for the fall/winter concerts (11/18 String quartet, 12/30 Lark trio (string/piano); both at 3pm). Ashley to post to social media.

New project ideas:

Chocolate Festival planning - Ashley to research - custom mold \$5

Bus Shelter - kate to ping CDTA folks for follow up.

Mural - Ottavia brainstorming ideas.

April is National Poetry Month - would like to randomly hide lines of poetry around the Village. Ideas to partner with BSBPA businesses to 'host a poem'. "Random Acts of Poetry". Katie to send photos from Brattleboro. Like a little scavenger hunt.

Purchase Projection equipment for outdoor projection - will need a host

Budget review - complete, under separate cover

Chair's report - Betsy is interested in SA grant but not for 2024

Public Comment/Other - n/a

Reminders:

2023 schedule of public meetings for the Committee of the Arts:

October 18

November 1, 15

December 6, 20

Next Meeting

Next meeting – October 18th

7 pm

@ Library Community Room

Adjourn - 8:16

Ballston Spa Committee on the Arts - Mission

To foster and advance artistic and creative efforts in the Village's public spaces in order to enrich and enhance the quality of life in our community.