



## CHESHIRE PERFORMING FINE ARTS COMMITTEE

1220 Waterbury Road • Cheshire, Connecticut 06410

Phone 203.272.ARTS (2787) FAX 203.699-8857

### CHESHIRE PERFORMING & FINE ARTS COMMITTEE MEETING

**TUESDAY, FEB. 17, 2009**

**7:30 PM AT ARTSPLACE**

**1220 Waterbury Road**

**Cheshire, CT 06410**

#### **Committee Members Present:**

Bob Averack  
Nancy Bussmann  
Ophelia Frazier  
Donna Lodynsky  
Hilary Rutberg  
Nancy Burt  
Donna Mark  
Jackie Townes

#### **Committee Members Absent:**

Roxsolana Gordon  
Denise Lohr  
Patricia Pfurr

#### **Others Present:**

Joan Pilarczyk, Artsplace Director  
Pam Averack, Cheshire Youth Theatre  
Sandy Petela, Deputy Director, Parks & Rec

#### **1. Determination of Quorum**

A quorum was present for this meeting.

#### **2. Call to Order and Salute to the Flag**

Chairwoman Lodynsky called the meeting to order at 7:40 p.m. All recited the Pledge of Allegiance.

#### **3. Welcome and Remarks – Donna Lodynsky – Chair**

Chairwoman Lodynsky indicated that she had received the minutes for the January meeting from Claudia Baron, and that Ms. Baron had resigned as recording secretary. She also indicated that Liz Augustine would return as recording secretary for the time being.

#### **4. Public Communications**

Chairwoman Lodynsky mentioned announcements she had received on a Self Defense class for women, on an available bank, Airborne Jazz (band), and on the Cheshire Public Library Book Review contest; she can provide information on all to anyone interested; entry forms for the contest are available at Artsplace.

#### **5. Approval of Jan. 20, 2009 Minutes**

Jackie Townes read the following recommended corrections to the January minutes:

*Under item 8, Art Challenge:*

*Paragraph 4 should be revised to read:* Ms. Townes questioned how many parents are needed to help. Ms. Mark replied that approximately six parents will be needed but more would be appreciated. The kid's kit will cost \$15.00. There will be 150 kid's kits that will be prepared.





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*Paragraph 5 should be revised to read:* Ms. Pilarczyk said there will be 1,000 professional postcards created for the event and the mailing will go out shortly. Denise and Gary Lohr did the work. The back of the postcard will have logos from sponsors.

*Paragraph 6 should be revised to read:* Ms. Pilarczyk said she approached Dick Blick and Radiology Associates of Waterbury as other potential sponsors for the Art Challenge.

*Paragraph 7 should be revised to read:* Ms. Pilarczyk said the adults will have their kits one week more than the kids will.

*Paragraph 8 should be revised to read:* Ms. Burt suggested having posters from previous theater programs hanging. Ms. Mark said to keep in mind that crates, pedestals and easels will be needed for display.

*Under item 9, Art Challenge:*

*Paragraph 2 should end at "...almost 300 students." Delete remaining text in that paragraph.*

*The next 7 paragraphs should be rewritten as follows:*

Brainstorming January 23, 2008 – The following is a review of the list of projects from our brainstorming meeting a year ago:

Projects not realized: Search for a grant for a new Performing Fine & Arts Center; invite visiting theatre companies; utilize display case at Parks & Recreation and Cheshire Library; build a pole barn; add additional trailers for Art Shop; sponsor a short film contest; offer a class in lost arts; start a teen art club; and host a comedy night.

Projects not completed but in progress: CFPA-Artspace website; amphitheatre plans at Cheshire Park; Kensett project; internships; and possibilities for extra help. The Art Challenge has taken the place of the Cat Project.

Completed accomplishments – Better security with panic buttons; beautification of exterior of building, including landscaping and awnings; a new handicapped ramp. We tried offering combo art and language classes and are searching for a Performing Arts Coordinator. We cancelled a Prague trip; moved the Gala to every other year; hosted the 6<sup>th</sup> Author Event; continued to help homebound residents with Art Heals; were finally connected online to Town Hall and financial system; and continue to co-sponsor projects with the Cheshire Library.

Artsday signs – Ms. Pilarczyk would like to order an All Weather Event Sign. They are weatherproof sidewalk signs that are double sided with all metal frame construction, feature snap frame technology, with a weatherproof gasket, non-glare protective lenses, and rugged springs which keep the signs stable even in adverse wind and weather. You can load the molded base with sand or water for added stability. It includes built-in wheels making it easier to move the sign to different locations. The size is 30" x 40" and the cost is \$165.00 each, which is under the \$400 budget allowed. The signs could be stored in the shed and Ms. Pilarczyk suggests that we buy two of them. Ms. Petela said she would like to show this information to Kevin because she has concerns that chaining the sign to the fence could scratch the fence. Ms. Townes suggested getting a chain coated in plastic to protect the fence.

Budget Requests – FY –09/10 – The operating budget for FY 09/10 will remain the same as this year, per Town Hall request. Budget for salaried employees was submitted with a request for additional hours for Liz Augustine, but we have been warned that no additional hours will likely be granted for any department this budget year. Most likely Ms. Augustine and Ms. Pilarczyk will split working hours to cover the long days and remain alone for the majority of the time.

Clothesline Art Show, Saturday Feb. 28<sup>th</sup> 3-5 PM – Ms. Pilarczyk said that Ms. Mark has proposed moving the art show to a day when the Art Challenge boxes are distributed and Ms. Pilarczyk thinks that is an intriguing idea and needs time to see if it can be accomplished after checking with teaching staff.

*The item title and first six paragraphs of item 10 should be rewritten as follows:*

### 10. THEATRE SUB-COMMITTEE REPORT – JACKIE TOWNES

Ms. Townes said there were interviews on Thursday night for Directors of both Comedy IOI and the Cheshire Youth Theatre summer show and for a producer for both shows.

Ms. Townes thanked Ms. Mark for sitting in on the committee because Mr. Averack's wife was applying for Producer so he recused himself from the interview process and decision making for the producer position.





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Pam Averack was hired as producer of both shows and Dana Sachs as director of CYT. The show is official; we have the rights to *The Wizard of Oz*.

Also hired was Cindy Genzano, Director of Comedy IOI, pending the rights of *Zombie Prom*.

Ms. Townes said they are setting up interviews for the positions of Costume & Set Shop Manager and Performing Arts Coordinator.

The show dates are: *The Wizard of Oz* – July 16, July 17, and July 18 at Cheshire Park. *Zombie Prom* is July 23, July 24 and July 25 at CHS. Ms. Townes gave the following dates:

Tuesday, February 10	7 PM Interviews
Saturday, April 4	3:30 PM – 5:30 PM CYT Auditions Letters A-M <i>Wizard of Oz</i>
Sunday, April 5	2:00 PM – 4:00 PM CYT Auditions Letters N-Z <i>Wizard of Oz</i>
Wednesday, April 15	3:30 PM – 5:00 PM Cheshire Library Mural Project
Sunday, April 26	1:00 PM – 2:00 PM CYT Parent's Meeting, upstairs
Sunday, April 26	1:00 PM – 4:00 PM CYT First rehearsal, downstairs
Sunday, May 17	7:00 PM – 9:00 PM IOI Auditions <i>Zombie Prom</i>
Monday, May 18	7:00 PM – 9:00 PM IOI Auditions <i>Zombie Prom</i>

*Item 11 should be rewritten as follows:*

#### 11. FRIENDS OF CPFA/ARTSPLACE – BETH CRESSY

Ms. Cressy sent the following statement, which was read: “The Friends of CPFA/Artsplace, Inc. are pleased to sponsor the work of Shuang Zhou in creating the wall hanging of John Frederick Kensett. We eagerly look forward to its completion.”

*Item 12, Old Business, should be rewritten as follows:*

CROBOT Programming Committee – Donna Lodynsky/Joan Pilarczyk – Ms. Lodynsky said CROBOT is continuing with committee meetings. Friends are going to continue funding the placemats in Cheshire restaurants around town for CROBOT.

Artsday, March 22<sup>nd</sup> – Donna Lodynsky and Denise Lohr – Ms. Lodynsky said there are 10 confirmed artists to date. Ms. Pilarczyk said she'll send Artsday flyers to Darcey School.

Piano Swap – Donna Lodynsky – Ms. Lodynsky said Mr. Ceccolini did bring his piano into Cheshire but it was not appropriate for our use.

Ms. Bussmann made a motion that the corrections be accepted; Ms. Burt seconded. The motion was passed, with Ms. Rutberg and Mr. Averack abstaining.

## 6. Treasurer's Report – Ophelia Frazier

Ms. Frazier presented the year-to-date report through January 2009, indicating that the budget appears to be on target. Ms. Rutberg made a motion to accept the report, and Mr. Averack seconded and the motion passed unanimously.

## 7. Secretary's Report – Donna Lodynsky (for Roxie Gordon)

Chairwoman Lodynsky indicated that a sympathy card had been sent to Naty Carter, and a get-well card had been sent to Gene Caraballo.

## 8. Art Challenge – Donna Mark

Ms. Pilarczyk has approached Dick Blick Art Materials and Diagnostic Radiology Associates as sponsors. Naugatuck Bank turned down the sponsorship request, stating that they had already spent their sponsorship budget. Donna Mark will go to Apple Valley Bank (owned by locals).





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She has kits prepared, and is waiting to prepare labels until final sponsorship is determined. Ms. Averack has contacted parents; she will have 11 people available to prepare the 150 childrens' kits at Artsplace on March 8, from 4:00 to 6:00 pm. The children's kits will indeed be all metal. Ms. Mark will work with Ms. Averack for this activity. If time remains, they can work on adult kits. The childrens' kits will be sold at Artsday (March 22); adult kits will be sold starting on March 15. Ms. Pilarczyk will work to obtain mailing lists from Artsplace teachers; Ms. Mark will review those lists when available. The Art Challenge is open to anyone, but advertising will concentrate on New Haven and Hartford counties. At the March 15 adult kit kickoff, light refreshments will be served. Suggestions were discussed for groups to target for potential challengers (e.g., police department, fire department, teachers). Ms. Mark will draft an announcement for the March 15 adult kit kickoff reception. Members of the committee can donate and/or try the challenge, but cannot win prizes. Publicity is needed; Ms. Mark will get a press release to the Cheshire Herald on February 23 for February 26 publication. Dick Blick Art Materials wants to see the postcard before providing their logo (1"x1" at 300 dpi minimum recommended). A logo is also needed for Diagnostic Radiology Associates. Ms. Augustine will provide electronic files to Ms. Mark for the postcard.

### **9. Artsplace Report – Joan Pilarczyk**

**Clothesline Art Show** – The date has been changed to March 7. Ms. Pilarczyk requested volunteers for the event; Hilary Rutberg volunteered. The Chinese Cultural Association will provide a movie to be shown during the Art Show related to their upcoming performance at the Bushnell on March 21-22. Shuang Zhou will give a demonstration in Asian brush painting.

**Grant/Sponsorship/Scholarship Availability** – An individual has approached CPFA with a proposal for a \$200 scholarship designated for a woman in need. Ms. Pilarczyk has asked Roxie Gordon to handle activities related to this scholarship. Ms. Pilarczyk also indicated that grants are available from the Connecticut Community Foundation in amounts up to \$1,000; 1-page applications are available. Applications have been prepared for the Pina Genti Jaroslow scholarship and will be available on the Parks & Rec website. Dodd Middle School will be included in the schools addressed this year. Chairwoman Lodynsky announced that last year's CPFA Scholarship winner met the criteria by submitting her successful grades and that she can now be paid the scholarship money (\$500). She also indicated that the CPFA Scholarship Subcommittee will determine this year's CPFA Scholarship recipient during a meeting on April 21.

**Budget Meeting** – The Council meeting will be in March. Ms. Pilarczyk submitted a zero budget increase as requested. She said that nevertheless she is hoping to increase Liz Augustine's hours by 10 per week and her own by 3. Ms. Frazier is working developing data to support this request, by showing that the increase in revenue would offset the cost of the extra hours.

**Winter Class Report/Surveys** – Surveys were distributed to Winter session students intending to analyze how/why Artsplace classes are growing, particularly in light of the current economy.





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Artsplace has brought in nearly \$30,000 for winter 2009, with 44 classes and 310 students. However, to avoid going over budget on salaries Artsplace will run only full classes in spring.

**Spring Registration** – Spring registration will start on February 23.

### **10. Theatre Sub-Committee Report – Bob Averack**

The Subcommittee met earlier this evening to introduce new producer, Pam Averack, as well as Dana Sachs and Cindy Genzano who are also returning as Director of Cheshire Youth Theatre and Director of Comedy IOI, respectively. Regarding concerns related to the scaffolding contractor, Waco, and agreement has been reached. Also, Subcommittee members will participate in the Art Challenge. Auditions for *The Wizard of Oz* will be held at Artsplace as follows:

Names A-M, Saturday, April 4, 5:30-7:30pm

Names N-Z, Sunday, April 5, 2-4 pm

Callbacks, Sunday April 5, 5:30-7:30pm

Ms. Averack indicated that the Subcommittee conducted interviews for Set Shop Manager and Performing Arts Coordinator; Ms. Petela announced that Mr. Sachs and Kristy Chambrelli, respectively, were hired for these positions. The next Subcommittee meeting will be Thursday, March 5, at 7:30 pm. Ms. Averack also reported that she has met with Mr. Sachs and Ms. Genzano. The sense is that Comedy IOI gets pushed to back of producer's attention. Ms. Averack is having Ms. Genzano look at the production timeline and prepare a generic one that can be customized. She also announced that she made a job offer for a stage manager tonight. She expects to have crews for CYT by March 12, and for IOI by May 12. She is reviewing contracts for all paid help, and expects to be fully staffed for CYT by March. She also indicated that Waco will rent scaffolding to the Committee through a certified lighting contractor at the rate of \$300 (pass-through invoice [no markup]); the lighting contractor will provide OSHA-trained assemblers, and CYT personnel will provide support.

### **11. Friends of CPFA/Artsplace**

No members of Friends were present and no report was given.

### **12. Old Business**

**CROBOT Programming Committee** – Chairwoman Lodynsky announced that CROBOT programming members met last week; she, Ms. Burt, and Ms. Pilarczyk attended; they worked on placemats to be placed in restaurants throughout town. Mentioned water mural project (see New Business, below).

**Artsday** – Chairwoman Lodynsky announced that they have selected the artists, and now need volunteers; she requested that anyone knowing a possible volunteer should have them call Artsplace with contact information that will be passed to the Artsday Co-Chairs (Ms. Lodynsky and Ms. Lohr). She also indicated that the event is in need of paper towel tubes and paper bags.





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Ms. Burt & Ms. Mark will each try to obtain 225 paper bags (targeting Stop and Shop and Everybody's). Volunteers are needed from the Committee for Artsday. Ms. Burt volunteered to handle refreshments. Ms. Mark indicated that lunch should be there by 11:30 a.m., and that last year a lot of soda was left over. It was suggested that we solicit a gift card donation from Costco or BJs. Ms. Pilarczyk announced that Artsplace has purchased a new 30" x 40" sign holder; in addition, an intern is working on an A-frame sign (hand lettered on wood). Ms. Petela will prepare the Artsday signboard in front of the Parks & Rec Department. Craft paper is needed to cover the tables for the event. Ms. Augustine will collect items needed at the event and will bring them.

### 13. New Business

**CROBOT/Cheshire Public Library/Artsplace Mural** – Ms. Pilarczyk announced that the water mural will be prepared at Cheshire Public Library on April 15, from 3:30 to 5:00 p.m., and asked for volunteers. Ms. Mark volunteered to assist.

### 14. Adjournment

Ms. Burt made a motion for adjournment, Ms. Bussmann seconded, and it was voted unanimously to adjourn the meeting at 9:25 p.m.

Respectfully submitted,  
Elizabeth G. Augustine  
Recording Secretary

