



## CCA/Town Hall Advisory Committee

### Meeting Minutes

Email Posting to [townclerk@chelmsfordma.gov](mailto:townclerk@chelmsfordma.gov)

As required by G.L. c. 30 A, §18-25

Filed with Town Clerk:

*DATE:* Thursday, February 17, 2023

*TIME:* 8:00am-9:00am

*PLACE:* Chelmsford Center for the Arts *ADDRESS:* 1A North Road *ROOM:* Gallery

**Present:** Lexy Lattimore (CCA Director), Carissa Campbell, Mike Rigney, Barbara Reilly, Maura Snow, Dacey Zouzas

**Not present:** Laurie Simko

**Also in attendance:** Paul Cohen (Town Manager)

#### **8:10am - Meeting called to order**

Lexy Lattimore called the meeting to order after a brief check in. Each person was asked to share their name, number of years on the committee, and their favorite CCA memory.

#### **8:12am – Public Input**

No one came forward.

#### **8:15am – Meeting Minutes**

Committee discussed lack of previous minutes from last chair/meeting. Made a plan to take and submit meeting minutes going forward.

#### **8:20am – Board Expectations & Agreements**

All committee members discussed expectations and ideas from other boards they serve on. Suggestions included meeting once monthly, quarterly, or every other month. Members agreed that the board could take summers off. Members discussed hosting 2 events per year at the CCA. Members suggested creating sub committees and brainstormed grants, events, outreach, and budget as ideas for working groups. Carissa Campbell suggested the committee connect with the historical society. Mike Rigney suggested that part of the group's responsibility include supporting the Executive Director, especially (and specifically) around the quarterly updates made to the select board. Committee members agreed that the group should reflect community voice as much as possible.

#### **8:30am – Discussion of Community Band & Community Arts Organizations**

Barbara Reilly spoke about a desire to keep the community band cost at \$10/hour for rehearsals. Mike Rigney and Carissa Campbell agreed with Lexy's proposed changes to increase band rent cost from \$10 to \$14 or, if costs are kept at \$10/hour to institute a volunteer mandate for groups. Groups volunteer in exchange for a lower rehearsal price. Paul Cohen suggested that the committee decide on whether it would like to remain a town committee or dissolve into a volunteer group.

**8:55am – Scheduling of Future Meetings**

Lexy Lattimore led the group in scheduling a subsequent meeting intended for March 1, 2023.

**9:00am – Meeting Adjourned**

Lexy Lattimore called the meeting to a close.