



Amesbury Cultural Council Cultural Center Subcommittee Meeting Minutes

Date and Time: Tuesday, March 2, 2026 at 6:30pm

Location: Cultural Center, 37 Millyard, Amesbury, MA 01913

In attendance:

Bonnie Brady (BB), Amy Vander Els (AV), and Joanne Barnes (JB)

Call to Order – by Bonnie at 6:31 pm

MINUTES

Approval of past minutes

- 2/17/26 Minutes: AV moves and JB seconds. Minutes unanimously approved as is.

Agenda Item

Review updated details for Cultural Center proposal

- Reviewed cleaning & maintenance content
 - Free cleaning by city cleaners, every Thursday until end of June, 2026.
 - We will try to get on the city's cleaning contract post June. Cost to be determined.
 - Click/fix items are not a priority for DPW with their snow clearing efforts. We did let City Hall know that we still do need the lightbulbs replaced and kitchen drain fixed in order to open in April.
- Google Calendar is currently operational for booking Cultural Center (managed by Victoria, Executive Assistant)
 - ACC, ACC subcommittees, and the library archivist will always manage & book our own events on the Google Calendar.
 - Other requests will go through City Hall with process set up by mayor's exec admin.
- Google spreadsheet
 - There will be a log set up by Victoria to document all incoming requests, disposition of request, and received payments.
 - We will accept checks and cash to be collected by Victoria. Joanne will collect monies for deposit to the ACC account.
- Discussion of fees for renting the space
 - Update: We agreed with previous recommendation of \$25 per hour fee but decided on charging in half-day (\$100) and full-day (\$200) increments.
 - We can revisit the rate once we know how much cleaning will cost starting in July.
- Being a good neighbor
 - Be clear on parking restrictions (need to park in lots or on the street other than handicap parking while using the premises.
 - Inform Condo Association President (Gabriel) when large events will be taking place.
- Bonnie will update the proposal and ask for approval at ACC meeting.

Discussion of ideas for vision of the space, ideas for events, and ways to involve community in discussions

- Monthly Programming – We decided to delay the monthly series to start in May to give us time to ensure the first program is engaging, well planned, and advertised with enough advance notice.

- Payment for presenters – We discussed a desire to pay speakers, but are also concerned when we have multiple speakers (e.g., a panel discussion) that it would be too expensive.
- Topics previously proposed: Grant writing (maybe for June); Markets 101; Photographing your Artwork; Social Media Marketing; Tax prep for performing and visual artists; Headshots, Candid & Resumes for Performing Artists; Exhibiting in Galleries including pricing artwork; Newburyport Art Association Exec. Director on special interest groups and other topics.
- We want a balance of topics that will appeal to audiences in addition to visual artists ... writers, poets, actors, etc.
- We will ask for input of ideas at the ACC meeting and ask for a \$1,000 speakers' budget.

Discussion of Ideas for Exhibits

- Start out with 2 exhibits for our first year:
 - Offer a low-cost for the 1st exhibit and invite a group of artists. The group will be responsible for hanging their artwork, scheduling & staffing viewing times, and preferably offering additional activities such as demos, workshops, speakers, etc.
 - The North of Boston Print Collaborative may be interested.
 - Open Studios exhibit with participating artists
 - In addition, we could offer the space for pop-up shows.
- See what we learn in order to plan for 2027.
- We measured the space for exhibit hanging hardware. Amy will get ordering information / setting up an account, and cost estimate.
- Joanne will find out about the Purchase Order process.

Public Comment: NA

Items not anticipated: NA

Motion to adjourn

- AV moves to adjourn the meeting at 7:56 PM JB seconds. Unanimously approved.

Next Meeting:

- Date: to be scheduled
- Time: 6:30 PM
- Location: Cultural Center, 37 Millyard, Gallery Unit, Amesbury, MA

Submitted by Bonnie Brady.

