

Albion Cultural Exchange Committee Meeting

Wednesday October 5th, 2022 - 7pm

Attendees: Chris, Joy, Tracy, Kathy, AnnMarie

1.) Review and Approval of previous meeting minutes. Meeting approved as submitted

2.) Building Maintenance

- KMA Associates –
 - Accessibility options review - sloped walkway and door etc.
 - Next steps: Send document to DPW to pursue sloped walkway suggestion. Incorporate Disabilities Issues Committee and other groups as needed.
 - KMA Contract for additional work review is ~9k bid.
 - Actual total project work costs are TBD; initial guess is \$50-60k,
 - ACE building has disability targeted funding to support this initiative
 - There was discussion and subsequent approval vote for Chris to spend \$9,500k to engage architect and to work with Town officials as needed.
 - Accessibility compliance issues with Accessible bathroom – will be pursued in the future
- Correspondence - Zoning Board of Appeals
 - Abutter concerns and conversation requests.
 - Chris plans to follow up with David Hatfield and to invite developer for our January meeting. Unanimous agreement with approach
- Sign light fixture replacements to solve bulb excessive usage problem
- Front bunts getting caught, new system being explored for future
- Window cleaning maintenance: on hold as don't have any funds that can be used for this purpose. Target spring to pursue. (Note: committee had approved estimate for \$700 in March 2023)
- Rooftop Status Inquiry: Rooftop Patio, Future roof repairs, etc – is an open inquiry.
- Fire Alarm Panel Inquiry: panel to be replaced on 10/28 to resolve beeping issues

3.) Events

- October - Creatures & Critters Show - Wakefield Arts Collaborative Many dates, staffing plans etc. review
- Oct 15th – 4pm - Carolyn Lieber late afternoon rehearsal per ongoing partnership with piano
- December 2-3
 - Arts Collaborative show and sale on 12/2 and 12/3
 - Town is doing a 12/3 Holiday Stroll from 2 to 6pm - Carolyn Lieber performance for Holiday Stroll will be in the ACE building
- December 22nd - Holiday A Cappella Thursday December 22nd - 3:30 show
 - (Anything on walls? Donation box, water sales?)
- March Request - March food based show – (Art & edibles) - proposal forthcoming
- April\May 2023 - Bring the Good 2023

- Bring The Good - Friday April 21, 28 & May 5(Cinco De Mayo) Idle Hands Brewery Collab
- Beer Sampling 4 Sale Comedy Show with Paul D'Angelo, Comedy Workshop
- (May\June) Request - Blooms event - proposal forthcoming

4.) Funding, Gifts & Donations

- Current status
 - Construction Fund Account - (50K + 70K ARPA less architect fee)
 - Architect Accessibility Audit sent for payment to Accounting Future front entrance modifications estimated

5.) Chairperson Focus Items 2022 - 2023 Event Year

- Target 11/9, Wed, 6:30 at the ACE building for subcommittee meeting
- Proposed Agenda:
 - ACE Master Plan
 - Summary: Evolving building into 3 story Arts Incubator. (MAPC Study 2017)
 - First Floor Gallery and Event space. (Evolving design & Accessibility Compliance)
 - Second Floor Artist Workspaces for rent. (5 Spaces & Office projected)
 - Basement Classrooms & Maker Space
 - Strategic Goal: Evolve Building Operations into Non-profit Structure
 - Membership Management (People want to be able to "join" ACE and be a member, confusion with Arts Collab and others groups as to how things work over past years)
 - Program Development (Show Concepts and usage scheduling)
 - Building Management (Independent Manager - Nonprofit - to monitor Maintenance, DPW work, outside contractor work, events) Schedule Meeting in November to determine usage and operations evolutions to a Non-profit etc. Funding options will increase from MAPC, Cummings foundation etc. with Nonprofit in place.

6.) Un-anticipated topics - None

7.) Adjournment