



# TOWN OF WAKEFIELD

## ALBION CULTURAL EXCHANGE COMMITTEE

### NOTICE OF MEETING

September 7<sup>th</sup>, 2022 | 7:00 p.m.

Via Zoom: <https://us02web.zoom.us/j/89913849004?pwd=RXdBMU12VVICa1pqZUJGQVRwSy9PUT09>

*Consistent with the Governor's orders extending certain provisions of the Open Meeting Law, every effort will be made to allow the public to view and/or listen to the meeting in real time. If you do not have a camera or microphone on your computer you may use the following dial in number: 1-301-715-8592 Meeting ID 899 1384 9004 Passcode 612862. Please only use dial in or computer and not both, as audio feedback will distort the meeting. This meeting will be audio and video recorded. In compliance with the Americans with Disability Act, this location is accessible to people with disabilities, Wakefield provides reasonable accommodations and/or language assistance free of charge upon request. If you are a person with a disability and require information or materials in an alternate format, or if you require any other accommodation, please contact the Town's Disability Coordinator, William Renault-Town Engineer at 781-246-6308 as far in advance of the event as possible. Every effort will be made to grant your request. Advance notification will enable the Town to make reasonable arrangements to remove an accessibility barrier for you.*

### Albion Cultural Exchange Committee Meeting – Wednesday September 7th, 2022 7pm

1.) Review and Approval of previous meeting minutes.

2.) Donna Murphy resignation due to health issues

3.) Building Maintenance –

\* KMA Associates - Accessibility options review - sloped walkway and door etc.

Document review, next steps

\* Correspondence - Zoning Board of Appeals - Abutter concerns and conversation request

\* Correspondence - Commission for Disabilities Issues

\* Front bunts getting caught, new system being explored for future

\* Building next door 13-15 Albion attended meeting about future usage

\* Window cleaning maintenance (As funds allow \$700 approved pending March 2023 expected)

\* Rooftop Status Inquiry - Rooftop Patio

\* Fire Alarm Panel Inquiry - replacement soon, future projections

\* 4 New black chairs donated

4.) Events –

(October) Creatures & Critters Show - Wakefield Arts Collaborative

(December) Holiday A Cappella, Arts Collaborative Sale Dates?

(April\May 2023) Bring the Good 2023



- Reschedule for 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

5.) Promotion – Kate G Podcast recorded on April 22 available now online

6.) Funding, Gifts & Donations

Current status

Construction Fund Accounts

\$50,000 (Accessibility funding via 2 separate \$25K earmarks)

20% progress payment made to architect

\$70,000 (ARPA Funding)

Steinway Piano Gift, Future Sound System spec'd by

Onset - seeking donations Conversations with the Savings Bank 2022

Sponsorships

7.) Chairperson Focus Items 2022 - 2023 Event Year(September to August)

### **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**

- **Tactics:** Define a Non-profit structure to manage the building and events. Implementation goal by Summer 2023 - Contract with Town Counsel.
- **Desired Outcome:** New Nonprofit Organization - (1) Manage Building Events, (2) Manage building maintenance(Town & other service providers), (3) Manage Artist Loft Leases (4) Manage privately funded capital projects

### **Operational Vision**

Nonprofit & Municipally run facility leveraging the benefits of both municipal and non-profit management. (Grant Funding, State Ear Marks etc.)

### **Future Programming & Building Management (Non-profit Manager)**

- \* 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 to monitor Maintenance, DPW work, outside contractor work)

8.) Un-anticipated topics

9.) Adjournment