

**Windsor Locks Arts Council
Regular Monthly Meeting Minutes
Windsor Locks Town Hall
Central Conference Room
August 14, 2025**

1. **Call to Order and Member Roll Call:** April Sweeney called the meeting to order at 6:01 PM at the Windsor Locks Town Hall in the Central Conference Room.
Present: April Sweeney, Cathy Simoneau, Lisa Caruso, Matt Brown
Absent: Jessica McKinney, Julie Aligata-Seymour
2. **Public Input:** None
3. **Acceptance of Minutes:** Lisa made a motion “**to accept the minutes from the June 12, 2025**”. Matt seconded the motion. Without further discussion, the motion passed with 3 votes in favor, 1 abstention and 0 opposed.
4. **Budget Review and Expenditures to Date:** Matt shared that there is a new system that the town is using so a report cannot be run yet. So far, \$1,400 has been spent this year on the concert.
5. **Correspondence and Communication:**
 - a. **NSS PTO Event (10/1 5 PM to 7:30 PM):** April shared that NSS has a PTO event on 10/1 from 5 PM to 7:30 PM. Lisa, April, Matt & Cathy plan to be there to cover an Arts Council table.
 - b. **Thank You Card from Scholarship Recipient:** A thank you card from the scholarship recipient was received.
 - c. **Tracey Hinckley, In Memory Donations:** Tracey Hinckley shared that her father passed away and asked for donations in lieu of flowers be made to the Arts Council.
6. **Old Business:**
 - a. **Email List & Website Progress Report:** Matt shared that he would update the website and update the email list before the next meeting.
 - b. **Pesci Park Mural Project:** April noted that it was installed on 7/18. Many compliments have been received.
 - c. **EW Arts & Culture Collaboration:** Lisa shared that communication has been ongoing, and they are sharing our events while we share theirs.
 - d. **Luppoletto Brewing Open-Mic:** April shared that there will be a Luppoletto Brewing Open Mic Night on 8/16.

- e. **Community Art Gallery:** April shared that it was installed on 7/2. It was well received and there has been a lot of traffic in terms of artwork and art supply donations.
- f. **WL Library Collaboration:** Lisa shared that as of two weeks ago the paint had gone on the wall and the penciling in was ongoing. Lisa will be there on Mondays to continue to work on the project. The goal is to complete by the end of September.
- g. **Soliciting Donations:** Lisa will be trained to assist a non-profit organization with grant writing. The plan is to apply what was learned to apply for grants for the WLAC.
- h. **Art'ober Fest:** April shared that Art'ober Fest is October 4th from 11 AM to 3 PM. Set up will be around 8:30 AM. April shared that vendors, both crafters and food trucks, are still needed. Matt will reach out to find out about student volunteers. Flyers will be printed, and the event will be shared on social media.

7. New Business:

- a. **Scholarship Criteria (Music Specific Revisions):** It was noted that after receiving \$100 donation from Tracey Hinckley, with the stipulation that funds be used for a music scholarship, the Arts Council will provide \$400 from the donation fund to total a \$500 music related scholarship for Dollars for Scholars.

Matt made a motion “**to use \$400 from the WLAC donation fund and \$100 from a recent donation to total a \$500 music scholarship for Dollars for Scholars**”. Lisa seconded the motion. Without further discussion, the motion passed with 4 votes in favor and 0 opposed.

- b. **Photo Contest:** Tabled to discuss around January.

8. Public Input: None

- 9. **Open Discussion:** Lisa shared that a friend makes wands and discussed having the artist make wands as an activity in 2026. It was discussed to add to the next agenda 2026 Activity Planning.

- 10. **Adjournment:** Lisa made a motion “**to adjourn.**” Matt seconded the motion. Without further discussion, the motion passed with 4 votes in favor and 0 opposed. The meeting ended at 6:23 PM.

Respectfully submitted,

Emily Kalenauskas
Recording Secretary