

**Windsor Locks Arts Council
Regular Monthly Meeting Minutes
Windsor Locks Town Hall
Central Conference Room
September 11, 2025**

1. **Call to Order and Member Roll Call:** Julie Aligata-Seymour called the meeting to order at 6:01 PM at the Windsor Locks Town Hall in the Central Conference Room.
Present: Julie Aligata-Seymour, Matt Brown, Cathy Simoneau, Lisa Caruso, Jessica McKinney, April Sweeney
Absent: None
2. **Public Input:** None
3. **Acceptance of Minutes:** Lisa made a motion “**to accept the minutes from the August 14, 2025**”. Matt seconded the motion. Without further discussion, the motion passed with 4 votes in favor, 2 abstention and 0 opposed.
4. **Budget Review and Expenditures to Date:** Matt shared that there are no regular financial reports yet. There was \$1,400 spent for the concert, \$27.33 for Art’ober flyers which results in \$1,427.33 spent with \$8,072.67 remaining in the budget for the year. Julie shared that she recently made purchases of crafts and tablecloths for NSS PTO event and Art’ober Fest.
5. **Correspondence and Communication:** Julie shared that she heard a committee is being formed to plan a celebration each month of the fiscal year to celebrate the 250th anniversary. Arts Council was asked to consider an event/celebration activity to join in the monthly celebrations in Windsor Locks. The topic will be discussed more extensively at the next meeting.

April arrived at 6:04 PM.

6. **Old Business:**
 - a. **Email List & Website Progress Report:** Matt shared that the website has been updated. An email will be sent out to announce Art’ober Fest and other events coming up.
 - b. **EW Arts & Culture Collaboration:** Lisa shared that she spoke with EW Arts & Culture Council and found out that they have several water bottle caps if we were looking for them for a project. Discussion occurred on collaborating with EW Arts & Culture Council on a patriotic project. They will continue to share our events on their social media outlets.
 - c. **Luppoletto Brewing Open-Mic:** Julie shared that there will be a Luppoletto Brewing Open Mic Night on September 20th and October 25th.

- d. **WL Library Collaboration:** Lisa shared that the project is coming along well. Council members discussed the progress. The current hours are during the day when many students are in school. Lisa shared that she would discuss with the library the ability to do a painting day on a Saturday when more students would be available. Discussion occurred about having the Arts Council assist with the funding of additional paint and supplies. Lisa noted that she would discuss with the library tomorrow and report back.

Lisa made a motion “**for the WLAC to support the WL Library with their mural project by providing funds for paint and supplies**”. April seconded the motion. Without further discussion, the motion passed with 6 votes in favor and 0 opposed.

- e. **Soliciting Donations:** Lisa shared that she has been doing research on grant writing and will be working with someone for more training. This will allow the WLAC to apply for grants for future projects within the next year or so. Discussions occurred on projects that the Arts Council would like to complete in the future so that when they are ready to write grants, there is already something in mind.
- f. **Art’ober Fest:** Julie shared that Art’ober Fest is October 4th from 11 AM to 3 PM. There is one paid food vendor and two food vendors who have verbally committed. There are 20 applied vendors with more than half paid. There will be a henna bus attending as well. Julie shared that a contract for Meadow Blue was sent over. There will also be donuts, pumpkins, corn stalks, mums (10 from the middle school fundraiser) and a tractor for hayrides. Matt shared that he has reached out the high school for volunteers. Julie shared that she asked the signs at the safety complex and town hall to be updated to share the event. Discussion occurred on having the schools send out notifications with information on Art’ober Fest.
- g. **NSS PTO Event:** Julie shared that the NSS PTO event is on October 1st from 5:00 PM to 7:30 PM, with set up 4:30 PM. April shared a craft that they will be doing at the event.

Jessica left at 6:53 PM.

7. New Business:

- a. **Photo Contest:** Tabled until the next meeting.

8. Public Input: None

9. Open Discussion: The Arts Council discussed participation in Trunk or Treat on October 28th. It was discussed to hand out 200 little art kits with candy/snacks.

10. Adjournment: Lisa made a motion “**to adjourn.**” Cathy seconded the motion. Without further discussion, the motion passed with 5 votes in favor and 0 opposed. The meeting ended at 7:01 PM.

Respectfully submitted,

Emily Kalenauskas
Recording Secretary