

**Windsor Locks Arts Council
Regular Monthly Meeting Minutes
Windsor Locks Town Hall
Central Conference Room
November 13, 2025**

1. **Call to Order and Member Roll Call:** Julie Aligata-Seymour called the meeting to order at 6:02PM at the Windsor Locks Town Hall in the Central Conference Room.

Present: Julie Aligata-Seymour, Matt Brown, Cathy Simoneau, Karen Velez, Kevin Gagnon & Jessica McKinney

Absent: Lisa Caruso & April Sweeney

Julie welcomed Karen Velez and Kevin Gagnon to the Arts Council as new members.

2. **Public Input:** None

3. **Acceptance of Minutes:** Matt made a motion “**to accept the minutes from the October 9, 2025, meeting**”. Cathy seconded the motion. Without further discussion, the motion passed with 3 votes in favor, 3 abstentions and 0 opposed.

4. **Budget Review and Expenditures to Date:** Matt shared a budget update with council members. He noted that new expenditures are entered and the payroll for the recording secretary. There is \$6,650.81 remaining in the budget.

5. **Correspondence and Communication:** Jim Taylor inquired about becoming a member of the Arts Council. Julie gave him the date of our meeting.

6. **Old Business:**

- a. **Email List & Website Progress Report:** Matt will update the website soon.

- b. **Art Share Halloween Contest Recap:** Julie shared details of the Art Share Halloween Contest and Art Share at Noden Reed Park with new members. Discussion occurred on the contest and how to improve for future contests.

- c. **EW Arts & Culture Collaboration:** No update.

- d. **Luppoletto Brewing Open-Mic:** Julie shared that there will be a Luppoletto open-mic on November 29 and December 20 which the Arts Council will promote. Luppoletto Brewing is selling the Art’s Councils post cards at their location.

- e. **Soliciting Donations:** No update.

- f. **Photo Contest:** Discussion occurred on creating a photo contest to assist in putting art on the walls of the Town Hall. It was discussed that the contest will be open from December to the end of January with the Arts Council matting and/or framing the photographs for display. The theme of the contest will be “Views

Around Windsor Locks” with categories for under 12, Teens, Adults & Professionals. Karen will brainstorm some ideas for the photo contest.

7. New Business:

- a. **Christmas Tree Decorating Contest/Torchlight Parade:** It was decided that the Arts Council would not participate in the Torchlight Parade on December 6. The Arts Council will be participating in Christmas Tree Decorating Contest at Town Hall during November and December with a tree and a snowman that looks like Bob Ross.
- b. **Music Scholarship Criteria:** Matt updated that he is working on developing the criteria for the music scholarship.
- c. **Art Classes:** Discussion occurred on different class options for the year for both children and adults to participate in. Kevin offered to reach out to Mary Spencer to discuss if she would be interested in doing classes before March.
- d. **Student Art Showcase & HOF Ceremony:** The Student Art Showcase & HOF Ceremony will be held on March 26. Matt shared that he would contact the schools for the Student Art Showcase after Christmas break. In addition, the Arts HOF notice will go out online and in print after Christmas. Different locations for the event were discussed including D’n’A, The Art Room and the Senior Center.

Jessica McKinney left at 6:45 PM.

8. Public Input: None

9. Open Discussion:

Public Art: Discussion occurred on completed public art projects and ideas for the future.

December Meeting: The December 11 meeting will be cancelled.

- 10. Adjournment:** Matt made a motion “**to adjourn.**” Karens seconded the motion. Without further discussion, the motion passed with 5 votes in favor and 0 opposed. The meeting ended at 6:53 PM.

Respectfully submitted,

Emily Kalenauskas
Recording Secretary