

SAC MINUTES 2025_3_12

This meeting discussed the implementation of a new note-taking system using Otter.ai, which generated a 74-page transcript. Concerns were raised about the feasibility of editing such extensive documents. The budget for 2025 was reviewed, noting a surplus. The Treasurer's Report was approved, and Gisel's new voucher system was praised. The marketing committee highlighted the success of a QR code initiative and discussed the need for updated social media content. The volunteer meeting on March 26th was planned, emphasizing the importance of clear communication and the potential use of Google Forms for volunteer coordinatio

Key points from the transcript:

- 0:00:01 Speaker 1 (Andrew) discusses the budget being under budget for 2025.
- 0:00:21 Speaker 2 (Gisel) mentions the meeting minutes are not fully finished.
- 0:01:34 Speaker 1 (Andrew) suggests sending the draft minutes to everyone to review.
- 0:02:51 Speaker 2 (Gisel) says she intentionally provided a literal translation from the Otter.ai app to see where adjustments are needed.
- 0:04:33 Speaker 1 (Andrew) expresses concerns about the 74-page minutes and the ability to edit them.
- 0:05:12 Speaker 2 (Gisel) agrees to analyze the notes and make adjustments.
- 0:09:45 Speaker 2 (Gisel) agrees to take the lead on the minutes for the next meeting.
- 0:11:06 Speaker 3 (Lisa) suggests using ChatGPT to summarize the minutes.
- 0:13:47 Speaker 1 (Andrew) brings up the marketing committee updates.
- 0:16:58 Speaker 2 (Gisel) discusses potential video interviews with local artists.
- 0:20:17 Speaker 5 (Jenine) mentions the need for more visuals in the newsletter.
- 0:22:39 Speaker 2 (Gisel) suggests distinguishing between free and paid events in the calendar.
- 0:30:19 Speaker 3 (Lisa) discusses the possibility of using the Chronogram party space for events.
- 0:50:32 Speaker 10 (John Greco) clarifies the town's rules around fundraising.

Unresolved deliverables:

- 0:09:45 Speaker 2 (Gisel) to analyze the meeting minutes and make adjustments for the next meeting.
- 0:16:58 Speaker 2 (Gisel) to work on video interviews with local artists.
- 0:26:18 Speaker 4 (Nancy) to create a Google Form to gather volunteer information and preferences.
- 0:34:47 Location for the volunteer meeting on March 26th to be determined.

Based on the conversation, a few key decisions have been made so far:

- The meeting minutes will not be approved this month, and will be tabled until the next meeting to allow time for review and editing.
- Gisela will take the lead on taking and summarizing the meeting minutes going forward, and will try it out for the next meeting.
- They discussed enhancing the newsletter with more visuals, a brief welcome message, and distinguishing between free and paid events.
- They reviewed the budget and expenditures, and decided to cancel the Canva subscription since it's not being used.
- They plan to hold a volunteer meeting on March 26th, but the location is still to be determined.

Based on the conversation, there are a few outstanding items:

- They need to clarify the process for volunteers - whether they can do independent initiatives or if they need to go through the Arts Commission.
- They discussed an idea from Lisa Bitzer about a school project, but need to have her formally present it to the full committee before moving forward.
- They are still trying to reach out to Nancy Donnelly, the music lead, to schedule an interview with her.
- They need to determine the location for the upcoming volunteer meeting on March 26th.
- There was some confusion around fundraising rules and whether the Arts Commission can directly solicit donations or if it needs to be done through private individuals/groups.

So in summary, there are a number of open items and details they still need to work out, especially around volunteers, a school project proposal, and fundraising guidelines.