

**Arts Group Minutes**  
**May 29, 2008- 4:00pm**  
**103 Rich Hall, SUNY Oswego**

Present- Allen Bjorkman, Kelly Jordal, Connie Brozenich, Bill Symons, John Shaffer, Wayne Mosher, Michele Southgate, Tim Ames, Linda Goodness, Lisa Shaw, Laree Pease, Jeff Grimshaw, Carol Newvine

1. Introductions/Announcements- Introductions were made including trustees from the Heritage Foundation and Oswego Opera. Allen announced that he would be away for the month of June, attending a certificate program for Arts Administration at NYU.
2. Review of minutes from 5/8 meeting – Jeff reviewed the minutes from the previous meeting to bring the new members and guest up to date on the activities of the group.
3. By-Laws – Allen and Tim briefed the group on the progress towards creation of the by-laws and incorporating the Oswego Arts Collaborative. After discussion with members of the Heritage Foundation and committee members a timeline was established to file the incorporation papers by 6/5/08. 5 members of the group agreed to be the primary incorporators and completed the paperwork at the meeting.
  - 3a. Business Plan sub-committee – Linda stated the need to develop a business plan for the organization. A sub-committee of Linda and Bill was established to start work on this.
  - 3b. MOU with the Heritage Foundation – As was established at the previous meeting Murray, Allen and Michele had approached the Heritage Foundation to request they assist the group in gaining control of the St. Johns property to preserve it's historic architecture and to be used as a community arts center. The Heritage Foundation Trustees in attendance indicated they were interested in this, but needed a request in writing that would outline the relationship and have it reviewed by their legal counsel. If successful this action would allow the Heritage Foundation and Arts Collaborative to seek funding through grants and other sources to purchase the building. A sub-committee of Murray, Linda and Jeff will work on creating this MOU.
  - 3c. Grant applications – Discussion was had to investigate applying for an Environmental Protection Fund Grant to assist in purchasing the St. John's property once control of the property was established. The time frame for this grant is very short (June 30) and the requirements would have to be reviewed and written simultaneously with the Business plan, MOU and incorporation of the collaborative. Linda has a copy of the grant application and will supply it to all members to review. It will be necessary for any member who may have time and know to let Linda know if they can help in developing this document.
4. Road Trip to Cumberland, Md. – since Murray was not available for this meeting no update was available. The group expressed a desire for the trip to be more than a visit, but to be an

education and fact finding mission to meet the people who put the work into the Cumberland arts program and “pick their brains”. The desire was also expressed to have an Oswego City Government elected official also come along on the trip.

5. Survey Committee – Responses – There has been very few responses to the survey via e-mail. Jeff will, again attach, the survey to the e-mail containing the minutes. All members are encouraged to take the survey personally to their boards to be completed. Additionally, each member should personally contact other arts, dance, museum, theatre, musical or other group to get the survey completed. Jeff will be assisting Connie on 6/10 @ 7pm to speak with her group at the Fort Theater.

6. Next Meeting - June 17, 4:00pm at 103 Rich Hall, SUNY Oswego