



Town Clerk - Wakefield, MA  
11/30/2022 8:31 PM

## TOWN OF WAKEFIELD

### ALBION CULTURAL EXCHANGE COMMITTEE

#### NOTICE OF MEETING

December 7<sup>th</sup>, 2022 | 7:00 p.m.

Via Zoom: <https://us02web.zoom.us/j/81129694504?pwd=VmZLKzNuVndSNk0yZ3Jobi9sRUdUTz09>

*Consistent with the Governor's orders extending certain provisions of the Open Meeting Law, every effort will be made to allow the public to view and/or listen to the meeting in real time. If you do not have a camera or microphone on your computer you may use the following dial in number: 1-301-715-8592 Meeting ID 811 2969 4504 Passcode 924738. Please only use dial in or computer and not both, as audio feedback will distort the meeting. This meeting will be audio and video recorded. In compliance with the Americans with Disability Act, this location is accessible to people with disabilities, Wakefield provides reasonable accommodations and/or language assistance free of charge upon request. If you are a person with a disability and require information or materials in an alternate format, or if you require any other accommodation, please contact the Town's Disability Coordinator, William Renault-Town Engineer at 781-246-6308 as far in advance of the event as possible. Every effort will be made to grant your request. Advance notification will enable the Town to make reasonable arrangements to remove an accessibility barrier for you.*

### Albion Cultural Exchange Committee Meeting – Wednesday December 7<sup>th</sup>, 2022 7pm

- 1.) Review and Approval of previous meeting minutes.
- 2.) Building Maintenance –
  - \* Accessibility Audit to be delivered to Commission on Disabilities Issues next
  - \* Window cleaning maintenance (As funds allow \$700 approved pending March 2023 expected)
  - \* Rooftop Status Inquiry - Rooftop Patio, Future roof repairs etc.
  - \* Fire Alarm Panel Replacement October 28<sup>th</sup>

- 3.) Events –
  - (October) Creatures & Critters Show** - Wakefield Arts Collaborative Event Review & Feedback
  - (December 1) WHS Holiday Window Painting** Event Review & Feedback
  - (December 2-3) Holiday Stroll** - Carolyn Lieber performance, Arts Collaborative show and sale Event Review & Feedback
  - (December 22nd) Holiday A Cappella** Thursday December 22nd load in 3:30 show 4:30
  - (March) Request - March food based show**, Show proposal required to



move forward

**(May\June) Request - Blooms event** - proposal forthcoming

4.) Funding, Gifts & Donations

**MA Cultural Council - Cultural Facilities Fund Announced -**

We are still ineligible due to lack of non-profit structure

Jay Paget phone call on 501C3 Funding Benefits, reference model build up  
Creative Haverhill - visit with Tracy to meet Executive Director and tour  
building

Meeting Guest Erin Padilla - Benefits of becoming a non-profit MA Arts  
Environment

5.) Chairperson Focus Items 2022 - 2023 Event Year (September to August)

ACE Master Plan subcommittee review

January\February Meeting to discuss non-profit approach, building  
scheduling etc.

Select Date

7.) Un-anticipated topics

8.) Adjournment