

Oswego Arts Collaborative Minutes
July 22, 2008- 4:00pm
103 Rich Hall, SUNY Oswego

Present: Murray Gould, Allen Bjorkman, Linda Goodness, Kelly Jordal, Michele Southgate, Bill Symons, Connie Brozenich, Tim Ames, Tim Moxley, Fritz Messere, Jeff Grimshaw, Justin White, Laree Pease

1. Introductions/Announcements – Michel Southgate informed the group that she was talking to Peg McKinstry from the Richardson-Bates House who informed her that the Museum will be closing due to the cut in funding by government. Michele asked organizations involved in the collaborative to have their memberships contact their representatives to request that funding be restored. Jeff will send an email to Leadership Oswego County alumni and will attend the next County Tourism Advisory Committee on August 19 to bring this matter to their attention.

2. Review of minutes from 6/17 meeting- Jeff reviewed the minutes from the 6/17 meeting and summarized the discussions.

3. Oswego Arts Collaborative, Inc. - Tim and Allen

a. By-Laws – Allen and Tim provided a draft by-laws document to be reviewed by all and be prepared to discuss questions and comments for the next meeting. Some of the initial thoughts were in the areas of wording requiring a director and membership and voting rights. Discussion was had in regards for the need to start thinking about Board Development and the need to seek out individuals that might be beneficial to have as Board members of the collaborative as we move closer to establishing a formal board.

b. Business Plan sub-committee – Linda provided an overview of the progress she and Bill have made towards the development of the business plan. Linda has been working with Larry Perras from the Small Business Development Center at SUNY Oswego and needs to develop more information. Linda distributed a survey to develop the financial information necessary for the plan. Every organization that wants to be part of the Collaborative is asked to complete a survey. The survey will be posted on the website. http://www.oswego.edu/about/centers/cbcd/community_relations/index.html

c. Grant applications – Discussion was had concerning the NYSCA funding recently announced by the Governor. As of 7/22 the guidelines have not been announced. Linda also distributed information about NEA Artspace project.

4. Heart to Art update – Linda provided information about Heart to Art, an arts promotional consultant. Heart to Art will make a presentation on September 16, at 4pm at Cherrywood Studio on Bunker Hill Road in the Town of Oswego. All interested persons are invited to attend.

5. Road Trip to Cumberland, Md – Murray is still willing to use his contacts in Cumberland to arrange a trip. Murray stated that he still thinks it would be very useful, especially those

representing government organizations. Linda stated she would check with City representatives to see if they are interested, and Kelly stated she would check on County Legislators. Murray will check to see if there are dates during the middle of September to make a trip.

6. Survey Committee – Jeff reported very few responses to the survey to date, but did make a presentation to the Oswego Players on 7/15 about the Collaborative and thought they were supportive of the idea.

7. MOU with the Heritage Foundation – Representative of the Heritage Foundation attended the meeting to discuss the draft Memorandum of Understanding that Jeff prepared. Justin White spoke for the Heritage foundation and stated that they had their legal advisor look at the document, and they still are interested in working with the Collaborative on the project, but would prefer that they not be put in a situation of exposure to being responsible for the purchase of the property if the collaborative could not find funding to complete the transaction. The Heritage Foundation requested that the Collaborative contact the sellers of the St. John's property and request a letter of commitment indicating that are willing to deal with the Collaborative and the Foundation on the purchase of the whole St. John's property. Murray and Allen stated they would take that action. Additionally, the Foundation would like more detail about potential financing of the property. Justin stated they were not asking for modifications to the MOU until the further information was addressed. It was suggested that the when the MOU is modified that it not be as specific to the St. John's property but to a historic property in or around the City of Oswego. Jeff will contact Justin after Murray and Allen contact the owners of the St. John's property.

8. New Business- No new business

9. Next Meeting – Tuesday, August 26, 2008 at 4:00pm in 103 Rich Hall

To OAC Members and Friends,

Bill and I are working on the business plan which is essential for funding and moving this process forward. We need your help. Please provide answers to the following questions and send to us along with a copy of your publicly available financial statements/tax returns.

We need to begin putting this together so please provide this information no later than: August 5th.

INCOME SOURCES:

1. How many productions/shows do you do per year?
2. Are they seasonal? When?
3. What is the average attendance? Seniors _____ Adults _____ Children _____
4. Ticket/ Admission prices: Seniors _____ Adults _____ Children _____
 Other ticket prices:
5. Are there other things that generate income and about how much per year? Yes or No

 What about food sales? _____

 Sales of t-shirts, memorabilia, novelty items? _____

EXPENSES:

1. What is the cost of leasing a play/musical? _____
 2. Prop/costume costs? _____
 3. Materials? _____
 4. Advertising/Marketing? _____
 5. Leasing of space? _____
 6. Other primary costs to a show art, musical or otherwise? _____
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Please send or drop off to: Computer Accounting Service
 Attn: Bill Symons
 351 W First St.
 Oswego, NY 13126
 343-0409

If you have questions, please contact either Bill at the above number or Linda Goodness at 343-3795. Thank you.