

Ballston Spa Committee on the Arts

May 28, 2025 Meeting Agenda

Call to Order -

Pledge to the Flag -

Attendance/Introductions -

Approval of Meeting Minutes - [5/7/25](#)

Work in Flight

1. *Village Banners - Set 2 (Cathy/Emily)*
 - a. Haiku banner designs, Design Invoice, Production costs submitted—on 5/27 board meeting agenda for review/approval
 - b. 2007 Discover the Charm banners are up per Cathy/DPW
 - c. [Process document](#)
 - d. Costs for haiku banners:
 - i. \$300 for Andrew Cardish design work
 - ii. \$1399.98 SillyCar Design Printing/Production (22 banners - 11 designs + adding grommets)
2. *Art Activities for Village Events - which do we want to participate in & who wants to take the lead on what?*
 - a. 6/6, 6-9 PM, Open Mic Music Night #4, *The Real McCoy* (**George**)
 - i. Facebook: <https://www.facebook.com/share/14wxhj7zwj/>
 - ii. Instagram: <https://www.instagram.com/p/DJ8GCV-Kn7Z/>
 - iii. Equipment (**George**): Secured with Phil or Dana?
 - iv. Sign up sheet (**Emily/George**):
 - v. Outreach to past attendees (**George**): Do ASAP!
 - vi. Pop-Up Banner (**Emily**): Who has this?
 - b. 6/6, 7-10 PM, BSBPA Movies in the Park: Toy Story
 - c. 7/11, 7-10 PM, BSBPA Movies in the Park: Elf
 - d. 8/1, 7-10 PM, BSBPA Movies in the Park: Wicked
 - e. 6/26, 6-8 PM, BSBPA Summer Concert in the Park (summer Thursdays)
 - f. 8/7, 6-8 PM, BSBPA Annual Ice Cream Social
 - g. 8/17, 10 AM - 4 PM, Ballston Spa Events Task Force: Family Fun Day
3. *SA Regrant: 2025 Sounds of Summer (Cathy) - dates/groups?*
4. *SA Regrant: Summer Sketch & Print Class: A Nature Inspired Creative Journey (Ottavia & Maria)*
 - a. Facebook: <https://fb.me/e/4QYIH65A2>
 - b. Instagram: <https://www.instagram.com/p/DJ9l0rHxIj8/>
 - c. \$60/per person
 - d. Pre-registration required:
<https://docs.google.com/forms/d/e/1FAIpQLSfiNxE1Cde4cEqqr8zShR3KKgpVg9vL6bl5graTv3Aev-0k-A/viewform>
5. *SA Regrant: [Digital Village Art Map](#) (Emily): [IN PROGRESS](#)*

- a. Places to Browse Art, Be Art, Buy Art, Build Art, Book Art
- b. Need to source a photographer ASAP - call for artist on social media?
- c. Leave behind - have Andrew design with QR code
- d. 3/13 emailed Spencer at Saratoga Arts, 3/20 OK with further extension
- e. Budget: \$2500 Saratoga Arts
- 6. *Planters (George)* - COA (COA), Queen of Hearts (COA), Cats (BACC), Lifeworks (Wendy)
 - a. George to buy flowers after 5/12. George/Cathy to split cost and determine watering schedule. Update? Who wants to ask Dana/BSBPA if they want to get sponsors for flowers in the future?
- 7. *Marketing/Branding*
 - a. COA Website (**Ashley**) - update? Moving over bspaarts.org email address?
 - b. New COA Gmail address (**Ashley**) - update?
 - c. *Trash Can Panels*/banner designs (**Emily**). Sent PDF to BSBPA 2/25 & reminder email 5/7
 - d. COA Business Cards (**Emily**) - no updates, still not correct

Future Projects

- 1. *Play Music on the Porch Day* - 8/30/25. Cathy meeting with music teachers at the high school to get kids to agree to do this & make list. Update?
- 2. *Chalk Walk/Chalk Art (TBD)* - Corina donated chalk. Do something with it this summer for Farmers Market/Movie Night/Family Fun Day/Ice Cream Social?
- 3. *COA Social Media Covers: Call for Artists (Emily/Mary Jo)*
 - a. Emailed 9/18 - Andrea Tabor (BSHS graphic design teacher)
 - b. See if any student artists in Burnt Hills are interested (**Mary Jo**)
- 4. *COA Social Media Calendar/ 'Art Holiday' promotions (Emily/Ashley)*
- 5. *COA Flyer (Emily)* - will begin once tagline/mission statement are completed
- 6. *Rainbow Bridge at Kelley Park (Cathy/Bernadette)* - Frank Blair seeking willing scout. Pet memorial? Parks & Tree Board chair Caitlin Parwana/caitlinparwana@gmail.com. Board weighs in on park installations. Cathy to contact Caitlin. Update?
- 7. *Bus Shelter* - tabled until structure is in place
- 8. *Mural (Bernadette/Emily)* - tabled for future discussion.
 - a. 11/4 Emily contacted artist that [Muttering Mouse] message COA about [Maxim - Muralist/Contemporary artist] interested in applying for a 2026 Saratoga Arts grant to do a public outdoor mural in Ballston Spa. This year, artist is applying with Ballston Community Library
 - b. Coca Cola Mural (**Cathy**) - grant program for restoring their murals.
<https://coca-cola.smartsimple.com/s/Login.jsp>
- 9. *Architecture map of Ballston Spa (Cathy)*
 - a. John Cromie, Cathy to talk to him about applying for SA Grant for photos to turn it into a digital walking tour. Cathy to scope project. John has all info but doesn't have pictures. Cathy sent Emily John's paper.

- b. Apply for 2027 SA Grant?

Budget

1. [2024-2025 Budget](#) FY25 (6/1/24-5/31/25)
 - a. Domain renewals (**Ashley**) - see emails from Jenn 10/22 & Katie 11/7
2. 2025-2026 Budget FY26 (6/1/25-5/31/26) - 4/1/25 [resubmitted to Village](#)
 - a. Trustees-Town budget was approved - COA still has yet to hear which line items and what amount was approved from our proposed budget. Please provide at your earliest convenience
 - b. Committee to review budget ~quarterly, consider reallocation
 - c. Submit receipts for reimbursement within 14 days of purchase to Ashley/Emily, who will submit to Village/track against COA budget. If submitting directly to the Village, send to Deputy Treasurer & Treasurer, cc Ben, Bernadette, Emily, Ashley - inquire date the item will be on the agenda. Village board meetings are held 2nd & 4th Mondays of the month. Anything for agenda must be submitted by previous Thursday
3. [Project Estimate Template](#) - on COA Drive
4. VistaPrint (**Emily**) - tax exempt account established through 5/9/25
5. Amazon (**Ashley**)
 - a. Order acrylic sign holder for events (bigger size)
6. [2025 Saratoga Arts Regrant](#)
 - i. 2025 Sounds of Summer/Sounds in Winter (**Cathy**) - FUNDED \$2,500
 - ii. Summer Sketch & Print Class: A Nature Inspired Creative Journey (**Ottavia & Maria**) - FUNDED \$5000
 - iii. Ballston Spa Historic Churches Stained Glass Windows Walking Tour (**Emily**) - NOT FUNDED, feedback requested from Spencer & received 5/20
 - iv. Front Street Art Fair (**George**) - NOT FUNDED, request feedback. George, did you ask for and receive feedback?
 1. Wiswall Park-COA to do publicity, Beekman St to help supply art vendors. Saratoga Art in the Park, Beekman St Art Fair, Brookside Artisan Market, LARAC
 2. Beekman Street Art Fair is 6/1/25
 3. Art in the Park is 5/31/25 [Congress Park]

Trustee Liaisons to Advise (Bernadette/Ben)

1. Collecting money/registration & selling tickets for classes/events (**Emily**)
 - a. Frank said Clover doesn't make sense for COA, offered Square. Need to look into online payment system. Cathy suggested Ludus, Ashley looking into GoDaddy. Update?
 - b. Spa Art & Music (George's non-profit) - create a Friends of?
2. Charge/Bylaws (**Emily/Bernadette**)

- a. Last approved charge on the [Village website](#)
- b. Mission & Tagline (**All**) - see [working doc](#), any new suggestions/ideas?

Partner Updates

1. BSCSD
 - 2/24, 2:30 PM, BSHS Art & ELA Department meetings - Emily & Kate. Ashley reviewing survey results/making Google Sheet with info. Update?
2. BSBPA (Dana Wormer) - meetings held 3rd Monday of the month
 - Farmers' Market - selling Student Art/Pop-up artists (**Cathy**). Tabled - issue is finding the kids/getting the schools to work with us
 - 6/16, 6:30 PM, Brookside Museum - would anyone like to attend?
3. Village Events Task Force (Ray Otten/Gina Marozzi) - Family Fun Day (August)
4. Sergio's Pizza (Kristen Piotrowski) - offered sponsorship/donation. Keep in mind of how to involve
5. CMYK Art Studio (Emily) - contact to see if they want to collab with BSCOA
6. LifeWorks Community Action (Miguelina Sanchez - also on BSBPA board)
7. North Country Arts (Philip J. Casabona, NCA President) - Emily in touch
 - NCA's Gallery in The Shirt Factory, 71 Lawrence Street, Glens Falls
8. Friends of SPAC (Katie Caporta/Emily Bartell) - partnerships/cross promotion
9. Saratoga Arts (Spencer Sherry) - cross promotion
10. Pitney Meadows Community Farm (Cass Skarka) - cross promotion
11. Empire State University/Arts & Humanities (Nicola Marae Allain) - collabs

Recruitment

1. Website for requesting volunteers - VolunteerMatch (**Cathy/Emily**) - set up?
8/27 Emily emailed Jenn to see if she can create bspaarts@ballstonspa.gov
 - a. Have Andrew design ad for volunteer recruitment and do a boosted post?
2. Kathleen Gillick (**Pat**) - leatherperfect@gmail.com - (925) 299-1707
3. Mary Jo Bradley (**Emily**) - mj@maryjobradley.com - (845) 264-4281
4. Maggie Rees (**Emily**) - 8th grade student volunteer, mother Christina Rees 518-796-8253 (came from Liz Biddle)
5. Danny Kahn - dannyfromqueens@gmail.com, 347-490-4262
6. Abigail Silin (**Emily**) (from IG message) - asilinart@gmail.com

Chair's Report

Public Comment

Meeting Reminders & Schedule

- 7 PM, Brookside Museum through June. Beth Silvestri is SCHC contact if meeting date needs to be changed/cancelled bsilvestri@brooksidemuseum.org
- 1st Wed of Month: Formal, 3rd Wed of Month: Working Session

2025 remaining meeting schedule:

- **NEXT MEETING - June 4, 7 PM, Brookside Museum**
- June 18
- July 2 & 16
- August 6 & 20
- September 3 & 17
- October 1 & 15
- November 5 & 19
- December 3 & 17

Adjourn

Ballston Spa Committee on the Arts - Mission

To foster and advance artistic and creative efforts in the Village's public spaces in order to enrich and enhance the quality of life in our community.

UPCOMING EVENTS/IMPORTANT DATES!

- 5/31, Art in the Park is [Congress Park]
- 6/1, Beekman Street Art Fair
- 6/6, 6-9 PM, Open Mic Music Night #4, *The Real McCoy* (**George**)
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 - Instagram: <https://www.instagram.com/p/DJ8GCV-Kn7Z/>
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- 8/24, 8/31, 9/7, 12-3 PM, Sketch & Print: A Nature Inspired Creative Journey
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 - \$60/per person
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