

# Ballston Spa Committee on the Arts

## May 7, 2025 Meeting Agenda

**Call to Order -**

**Pledge to the Flag**

**Attendance/Introductions -**

**Approval of Meeting Minutes - [4/16/25](#)**

### **Work in Flight**

1. *Random Acts of Poetry* (**Cathy/Anne/Kate**) - **April 2025**
  - a. Website (**Ashley**) - Update on website/getting [info@bspaarts.org](mailto:info@bspaarts.org) email?
  - b. Poetry reimbursements/payments (**Kate**) - on agenda for 5/12 Village Board Meeting. If anything is missing, last chance is 5/27 and must be submitted by 5/22 for agenda
  - c. Any final comments/feedback?
2. 4/27, 2 PM, Brookside Museum, The Cello Experience w/ Demetria Koninis
  - a. Only ~12 people attended - 3-4 cancelled day-of event by calling Brookside. Discussed with Brookside if they can do refundable deposits for the future since this is recurring issue with free events
3. *Art Activities for Village Events*
  - a. 5/9, 6-9 PM, Open Mic Music Night #3, *The Real McCoy* (**George**)
    - i. Facebook: <https://www.facebook.com/share/18uQxcHNXg/>
    - ii. Instagram: <https://www.instagram.com/p/DJO6F2UTumw/>
    - iii. Equipment (**George**): Secured with Joe Shaver or Phil?
    - iv. Sign up sheet (**Emily/George**): Sent to George 5/4
    - v. Outreach to past attendees (**George**): Do ASAP!
    - vi. Pop-Up Banner (**Emily**): Will bring to event
4. 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: \$350 from Village to be used by 5/31, \$2500 Saratoga Arts
5. *Village Banners - Set 2* (**Cathy**) - \$2500 from budget must be used by 5/31
  - a. Find 22 Haiku poems about BSpa - **Emily** talked to Andrew about resizing into banners. Get PDF of designs on Village agenda for 5/12. Invoices must be submitted by 5/22 for 5/27 Village Board agenda
  - b. [Process document](#)
  - c. DPW [DPW@ballstonspa.gov](mailto:DPW@ballstonspa.gov) has both sets - 2007 set needs to be cleaned. Saratoga Flag has artwork for old 2007 set. Cathy to stop into DPW to see condition of 2007 banners.
  - d. Costs for last year's banners were: \$1365 SillyCar Printing (22 banners - 11 designs). \$300 arts design. Ensure printer adds grommets

6. *Marketing/Branding*

- a. *Trash Can Panels*/banner designs (**Emily**). Sent PDF to BSBPA 2/25. Sent reminder email 5/7
- b. *COA Business Cards* (**Emily**) - no updates, still not correct

7. *Painted Planters* (**George**) - COA (COA), Queen of Hearts (COA), Cats (BACC)

- a. Put these out now? Do we need budget for flowers? Watering schedule?  
George to buy flowers after 5/12, submit receipt by 5/22 for 5/27 Village Meeting agenda
- b. All are collected except for Lifeworks - George/Wendy

**Future Projects**

- 1. *Play Music on the Porch Day* - 8/30/25
- 2. *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**)
- 3. *COA Social Media Calendar/ 'Art Holiday' promotions* (**Emily/Ashley**)
- 4. *COA Flyer* (**Emily**) - will begin once tagline/mission statement are completed
- 5. *COA Website* (**Emily**) - draft revised site map
- 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](https://coca-cola.smartsimple.com/s_Login.jsp)
- 9. *Chalk Walk/Chalk Art* (**TBD**) - Corina donated chalk
- 10. *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 \(6/1/24-5/31/25\)](#) - **5/27, last meeting of budget year**
  - a. Committee to review budget ~quarterly, consider reallocation
  - b. 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, Emily, Ashley - inquire date the item will be on the agenda.  
Village board meetings held 2nd & 4th Mondays of the month
  - c. Domain renewals (**Ashley**) - see emails from Jenn 10/22 & Katie 11/7
2. 2025-2026 Budget (**6/1/25-5/31/26**) - 4/1/25 [resubmitted to Village](#). George emailed Bernadette/Frank on 4/17 if street fair can be done for \$2K.  
**Trustees: When do we hear back from the Village on what was approved?**
3. [Project Estimate Template](#) - on COA Drive
4. VistaPrint (**Emily**) - tax exempt account established through **5/9/25**
5. Amazon (**Ashley**) - looking into establishing tax exempt account
  - a. Order
    - i. toner/paper (for Cathy to print event flyers)
    - ii. canopy & table (outdoor events)
    - iii. acrylic sign holder for events
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
  - iv. Front Street Art Fair (**George**) - NOT FUNDED, request 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

## 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. Review as a committee/re-write in a working session? Last approved charge on the [Village website](#) - 6/19/24 Emily emailed group for review
  - 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. Emily received Student Interest Surveys, from Kathryn McTiernan, Assistant Principal 3/4. Review as group
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
  - 5/19, 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
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](mailto:bspaarts@ballstonspa.gov)
  - a. Have Andrew design ad for volunteer recruitment and do a boosted post?
2. Kathleen Gillick (**Pat**) - [leatherperfect@gmail.com](mailto:leatherperfect@gmail.com) - (925) 299-1707
3. Mary Jo Bradley (**Emily**) - [mj@maryjobradley.com](mailto: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](mailto:dannyfromqueens@gmail.com), 347-490-4262
6. Abigail Silin (**Emily**) (from IG message) - [asilinart@gmail.com](mailto: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](mailto:bsilvestri@brooksidemuseum.org)
- 1<sup>st</sup> Wed of Month: Formal, 3<sup>rd</sup> Wed of Month: Working Session

*2025 remaining meeting schedule:*

- **NEXT MEETING - May 21, 7 PM, Brookside Museum - Emily has conflict**
- June 4 & 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!**

- 5/9, 6-9 PM, Open Mic Music Night #3, *The Real McCoy*
  - Facebook: <https://www.facebook.com/share/18uQxcHNXg/>
  - Instagram: <https://www.instagram.com/p/DJO6F2UTumw/>
- 5/19, 6:30 PM, BSBPA Meeting, *Brookside Museum*