

MEDWAY CULTURAL COUNCIL
MEETING MINUTES

Date: January 30, 2006
Location: Medway Public Library Conference Room
Beginning-Ending Times: 10:00-10:55AM

Members Present: Wendy Rowe (Chair), Marcia Coakley, Catherine Perkins,
Priscilla Howker, Virginia Hochella

Members Absent: None

Appointments/Resignations/Retirements:

Wendy Rowe's appointment expires 1/31.
Priscilla's appointment expires in another month or so.
Ginny plans to resign once we have our minimum five members.
Anne Codman has written to the BOS/TA asking to be appointed.
Mitchell Schwartz and Jodi Schwabel are interested in serving.

Main Topics Discussed: Council Re-organization

All remaining and anticipated members are available evenings, so the Council meetings will switch from days to evenings.

With Iyawata gone and Wendy leaving, the Council needs a Treasurer and Chair.

Wendy will continue doing Council computer and paperwork, ex officio.

Actions Taken:

Motion (Ginny/Priscilla) to elect Marcia Coakley Chair and Cathy Perkins Treasurer. Passed unanimously.

Motion (Ginny/Priscilla) to give each of the Chair and Treasurer authority to sign off on warrants singly. Passed unanimously.

This action continues the standing practice of allowing either of the Chair or the Treasurer to be the one signature on the warrant, since bills need paying even when the Council is not meeting regularly.

Motion (Priscilla/Ginny) to authorize the Treasurer and Chair to continue transacting routine followup paperwork even if the Council drops below five members. Passed unanimously.

Action Items:

Marcia will call and ask Mitch and Jodi to submit their appointment request letters to the TA/BOS.

Wendy will draft a letter to the Town Accountant for Marcia and Cathy to sign, to make this change of authority clear.

Wendy will turn the Treasurer's books over to Cathy after checking them for completeness; will go over required Chair actions with Marcia; and will deliver the just-passed cycle paperwork and minutes

to the file cabinet at Town Hall.

After further discussion with Marcia and Cathy, Wendy will make sure the right people have the two file cabinet keys.

Submitted by: Wendy Rowe, ex officio