

## **Saugerties Arts Commission JULY minutes 7-28-2025**

### **Attendees July 28 2025**

- Andrew Ryan (Speaker 2)
- Giselle Flores (Speaker 1)
- Hannah (Speaker 3)
- Peg (Speaker 4)
- Lisa (Speaker 6, joins by phone)
- Nina Schmidt or Bauer (Speaker 5, less frequent, supporting role)
- "Unknown": Used for brief interjections or when multiple people speak at once; context sometimes clarifies identity.

### **Overview:**

The meeting focused on planning an art banner project for the village, including how to allocate funds, organize a contest for artists, and manage the design and voting process. The group discussed using various platforms for submissions and voting, and considered whether to include different age groups in the contest. There was also a review of recent events, with an emphasis on improving volunteer follow-up and consolidating contact lists. The committee agreed to be transparent about any use of AI in their work and to seek legal advice before hosting student initiative forms on their website. Several action items remain open, including finalizing project logistics, researching costs, and updating the master contact list.

### **Concise Key Points with Timecodes (Speakers replaced by names):**

- 0:00:06 Andrew Ryan: Sets meeting policy and reviews agenda.

- 0:02:13 Andrew Ryan & Peg: Discuss reallocating funds for a banner project and other marketing ideas.
- 0:05:42 Andrew Ryan, Giselle Flores, Peg: Outline banner contest logistics, design parameters, and public voting process.
- 0:13:37 Hannah: Suggests using Google Forms for submissions and offers to help.
- 0:19:04 Andrew Ryan: Explains promotion and voting process for the art contest.
- 0:22:07 Andrew Ryan & Peg: Discuss cost implications of multiple banner designs and need for pricing research.
- 0:31:30 Peg: Suggests including age brackets (kids/adults) for submissions; decision deferred.
- 0:33:12 Peg & Andrew Ryan: Debrief recent event, discuss volunteer follow-up and contact list management.
- 0:46:28 Lisa: Offers to collate volunteer sign-up sheets electronically.
- 1:02:11 Andrew Ryan: Proposes a policy on AI use for committee work; group agrees to disclose any AI use.
- 1:13:43 Peg: Raises hosting student initiative forms on the website; pending attorney review.

**Decisions made:**

- The committee agreed not to change meeting times unless necessary for a quorum and an important vote.
- Funds previously allocated for the newsletter can be considered for the banner project and related marketing efforts.
- The banner project will move forward, with a contest for artists to design the banners, and the process will include public voting and town board approval.
- Google Forms will be used for collecting art submissions, and the form will be linked on the website and shared via newsletter and social media.
- The group will be transparent about any use of AI in their work: currently, AI will not be used by default, but if someone uses it, they must disclose it to the committee.

- Volunteer and contact information will be consolidated into a master list, with efforts to digitize and update existing records.

#### **Main Unresolved Deliverables:**

- Who will lead the Canva design for the banner contest? (0:05:42)
- Research and decide on pricing for single vs. multiple banner designs. (0:22:07)
- Decision on including age brackets for contest submissions. (0:31:30)
- Finalize and update the master contact list; follow up with volunteers. (0:46:28)
- Await attorney review for hosting student initiative forms on the website. (1:13:43)

#### **Outstanding Items from the Meeting:**

- Assigning a lead for designing the Canva post for the banner contest.
- Researching and deciding on the cost and logistics for producing single versus multiple banner designs.
- Deciding whether to include age brackets (such as kids and adults) for contest submissions.
- Finalizing and updating the master contact list, including digitizing and consolidating volunteer information.
- Following up with volunteers who signed up at recent events.
- Awaiting legal review before hosting student initiative application forms on the website.
- Determining the exact budget allocation for the banner project.

These items will need to be addressed or resolved in future meetings.