



**NOTICE OF  
MEETING**  
**Salem Cultural**



**PUBLIC**  
**Council**



Tuesday, September 19, at 7:00 pm  
Held via Remote Participation

**Important Announcement**

In accordance with Chapter 20 of the Acts of 2021, and as amended by Chapter 22 of the Acts of 2022, this meeting of the Salem Public Art Commission will be conducted via remote participation. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found below.

No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the city's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

Recordings and Presentation materials, if any, can be accessed using the Salem Public Art Commission website using the following link and clicking on the date for the meeting you wish to view (<https://www.salem.com/node/3751/agenda/2021>).

**Remote Participation Instructions:**

Public participation for the Salem Cultural Council meeting scheduled for Tuesday Sept 19, 2023, at 7:00pm will be conducted via a free remote participation platform called **Zoom**.

The City of Salem strongly encourages any parties who wish to participate in this meeting to download and familiarize themselves with Zoom prior to the meeting.

For this meeting, members of the public who wish to watch, listen or provide comment during the meeting may do so using one of the following methods:

- Video & Audio Option 1: Follow this link or enter it into your web browser to join the meeting: <https://us02web.zoom.us/j/88612521046?pwd=NkhYQ1lzZWFOcS91NmFWcK5WEhCUT09>
- Video & Audio Option 2: Follow this link or enter it into your web browser to open the Zoom website at <https://zoom.us/join> or open your Zoom App on your smart device. Then enter the **Meeting ID# 886 1252 1046** as directed on the webpage and click "Join". Follow the on-screen instructions to join the meeting. Meeting Password is **802149**.
- Audio ONLY – Dial 888-475-4499 (or 877-853-5257 if trouble connecting, both are Toll Free) to join the meeting using your phone. When prompted, enter **Meeting ID# 886 1252 1046** and follow the instructions to join the meeting. Meeting Password is **802149**.

**Public Comment Protocol:**

Members of the public who wish to address the Commission or make a comment may do so only when called upon during the open public comment portion of the meeting. When the time comes, the Commission Chair or Staff Member will announce that the floor is now open for public comment.

If accessing the meeting using a computer or other smart device and you wish to make a comment, please utilize the “Raise Hand” feature that can be found next to your name on the screen and ‘raise your hand’ then wait to be called upon for comment. Please make sure to remember to turn your microphone on and unmute yourself before raising your hand.

Those participating by dialing in from their phones may also utilize the “Raise Hand” feature of this platform by pressing “ \*9 ” on your key pad.

More detailed instructions for asking questions and other meeting protocols are available at <https://www.salem.com/salem-cultural-council> and will be reviewed at the start of the meeting.

**MEETING AGENDA**  
**Monday August 21st, 2023**

1. Roll Call: In attendance, Ziggy Hartfelder, Kristin Verbeeren, Stephanie Cunningham, Melissa Stockbridge
2. Prior Meeting Minutes Vote: Quorum did not exist, so we postponed vote for next meeting.
3. Review of MCC Award & Timeline
  - a. Grant Application Period ends on October 17<sup>th</sup>
  - b. Big push to get more applications needed – all council members to reach out to their outlets
  - c. Email applicants that have drafts to encourage them to apply – council chair to email them from the Smart Simple app to encourage them to finish their application.
  - d. Council chair will send info to the two new members regarding registering into Smart Simple.
  - e. November meeting will be used to review initial ranking of applicants.
  - f. December meeting will be used for final review and final vote.
4. Any Other Business
  - a. Meeting in December for vote on final grantees may be in person, Chair will find out how to schedule and set it up. December 19<sup>th</sup> is the current date at this time.
5. Adjourn

**Contacts:**

Melissa Stockbridge, Interim Council Chair  
SalemCulturalCouncil@Salem.com

Julie Barry, Council Staff Representative; Senior Planner of Arts & Culture  
jbarry@salem.com

*Persons requiring auxiliary aids and services for effective communication such as sign language interpreter, an assistive listening device, or print material in digital format or a reasonable modification in programs, services,*

*policies, or activities, may contact the City of Salem ADA Coordinator, as soon as possible and no less than 2 business days before the meeting, program, or event.*

*Know your rights under the Open Meeting Law M.G.L. c. 30A § 18-25 and City Ordinance § 2-2028 through § 2-2033.*