

**Middletown Commission on the Arts**  
**Planning and projects subcommittee meeting minutes**  
**Oct. 15 5:30 p.m.**  
**Room B-19, City Hall (Municipal Bldg.)**

Present: Joyce Kirkpatrick, Cassandra Day, Lee Godburn, Anthony Moran, Stephan Allison.  
Julia Faraci, 5:36 p.m., Franca Biales 5:39 p.m., Jennifer Hawkins Lecce 5:45 p.m.

Call to order 5:31 p.m.

Public session: No one present

Approval of agenda: Godburn made motion, Kirkpatrick seconded, approved unanimously

Remarks from chair: Chair Day thanked all for coming, turned meeting over to planning and projects committee chair Godburn

New Business

- A) Poet Laureate: Connecticut State Poet Laureate Guidelines discussed by membership, with recommendations for duties, remuneration, who would be eligible and ineligible, the review process and how to make a nomination. All recommendations will be made to full commission at its next meeting Oct. 22
- B) Expansion of Kids Arts summer arts programming: Discussed need to create full day program for circus camp and the balance between NEAR and Oddfellows programming. For approximately \$24,000 more we could offer full day program.

Recommendation: Full Commission review the outline created by this subcommittee for the position of Poet Laureate for the city of Middletown

Recommendation: Request support from the City Council for the expansion of the Kids Arts summer arts program.

Motion to adjourn by Kirkpatrick. 7:35 pm

Respectfully submitted,  
Cassandra Day  
Franca Biales