

North Pocono Cultural Society

Board Meeting Minutes

August 14, 2023

Present: Michele Orrson, President; Emily Parfitt, Vice President; Lisa Duffy, Treasurer; Luann Matchulat, Board Member; Jennifer Quinn, Board Member

Absent: Jamie Pabst, Secretary; Stephanie Minkoff, Board Member

Call to Order: Michele Orrson called the meeting to order at 6:30 p.m.

Public Comment: None

Correspondence: Michele Orrson read surveys received regarding the Moscow Country Street Fair.

Previous Minutes: Not reviewed.

Treasurer's Report: Some payables are still due for the Moscow Country Street Fair; we are awaiting final bills. 2023 donations are lower than normal, thus the balance in the account is low. Final financial reports for the MCSF should be available at the next meeting.

New Business:

- Lisa Duffy made a motion for the North Pocono Cultural Society to sponsor the 2024 Moscow Street Fair. Michele seconded. Ayes have it, motion carried.
- **BooFest:** Emily Parfitt will develop and chair the 2023 Boo Fest to be held at Golden Park in October. Emily will reach out to Borough for permission to use Golden Park and to block the street. Event will include: costume parade/contest, possibly pumpkin decorating, food trucks and vendors.
- **Small Business Saturday:** Michele Orrson will develop and chair the 2023 Shop Local Saturday, to include a theatrical effect, i.e. monopoly pieces, mystery theater pieces.
- **Christmas Cookie Decorating:** Michele Orrson will develop and chair a Christmas Cookie Decorating class in December.
- **Dinner Theater:** Michele Orrson will chair the 2024 Musical Dinner Theatre at the Elmhurst Country Club in the spring. Details to follow.
- **Grant Proposals:** Michele Orrson is working on the 2024 Lackawanna County Arts Grant, and other grant opportunities, with assistance from Lisa Duffy.

- **By Laws:** Michele Orrson previously distributed a marked up version of the by-laws with questions and proposed updates. Those items were discussed and resolved. Michele will prepare a final revised version of by-laws for review and approval at the next Board meeting.
- **Membership Form:** it was proposed that a membership form be created to capture members' names, emails, phone numbers, and skills/talents.

General Meeting:

Members were updated on the new events planned, a review was done on the MCSF, with new ideas pitched for further review.

With all business concluded, Michele made a motion to adjourn the meeting at 8:01 pm.

**Respectfully submitted,
Lisa Duffy, Treasurer for
Jamie Pabst, Secretary**