Winchester Cultural District Commission meeting minutes, Nov.17, 2026

Committee members in attendance:
Mimi Madden, Chair
Steve Larson, Secretary
Theresa Cannavo
Debra Jablonski
John Noone
Annie Trépanier
Stacy Whitman
Robin Farrell, new member (appointed by BoS 11/16/2026), non-voting pending swearing-in

BoS Liaison present:
Kevin Bishop

Advisory Board Member present:
Virginia Shultz-Charette

Call to order by Chair.
Welcome to Robin. Edward Cannata was also mentioned as another possible board member who was not able to attend tonight.

Approval of minutes from last meeting. John moved to approve. Annie seconded.
Approved 6-0. (Stacy arrived after this vote).

Discussed possibly moving or canceling Dec.10 meeting. Will discuss at end of meeting.
Theresa moved to move meetings starting in Jan to 3rd Tuesday of every month, still at 6pm.
John seconded. approved 7-0. (see below for a later discussion and a change to this plan)

Mimi walked us through the application checklist.
Mimi has sent the intent to apply letter to Steph Burr. (not on checklist, but was required).
Mimi has the signed letter of endorsement from the town.
Each CDC board member should email Mimi a very short paragraph about themselves (including their connection to Winchester/Winsted).

Steph recommended that we put only what is required into the application. Not excessive info.

Theresa is creating a new spreadsheet based on earlier collected info to use for the actual application.
Mimi will meet/discuss with Kevin re municipal resources.
We will use selected marketing material from major cultural institutions or businesses.
Possibly use Friends of Main Street brochure as a good summary.

Discussion re signs. Some already in place (including some recent Historical ones).

Stacy will provide some marketing video links.

Theresa has already talked to the video producer, Al Petrunti, about him doing a CD video (as a volunteer) and he is excited to get going on it.

Application first goes to Steph Burr for review before submission to the state.

Mimi is in touch with Paul for info about municipal planning, walkability, etc.
Safe Streets for All grant recently received.
Ideas are in the works for Main Street: lane changes, parking, traffic speeds.

Mimi asked Virginia if we have a single map with the main historic sites/info.
Deb Kessler would be the person to ask (Chair of the Historic Commission). Mimi will reach out to her.

Mimi has K-12 arts education info, and will work with Kevin re the list of relevant town committees etc.

Stacy (who is a former editor/publisher) will work to get the application into a final polished form.

The goal is to get the application complete and approved at the Jan. meeting to submit to Steph Burr.

Mimi will reach out to board members individually as needed for any needed info and help.
She asked for members to help gather marketing materials.

Any questions or comments?

Steph has sent the Canva application template to Mimi.

Theresa moved to cancel Dec meeting and hold later meetings on the 2nd Thursday of each month at 6pm starting on Jan.14 (in part because Kevin is not normally available on Tuesdays).
Stacy seconded.
approved 7-0

no other discussions or questions.

Deb moves to adjourn. Annie seconded.
approved 7-0.