

Meeting Minutes  
Weston Cultural Council  
Town Hall  
February 5, 2020  
7 p.m.

WCC Members Present: Anthony Butler, Paul Angiolillo, Tom Kilgallen, Christine Martin, Francis Parker, Tracy Rosen, Jacob Sagrans.

**1. Call to order.**

Chair Anthony Butler called the meeting to order at 7:05 p.m.

**2. Resident comments.**

There were no resident comments.

**3. Assigning secretary**

Chris Martin was the secretary for the meeting.

**4. Review and approve the minutes from November 13, 2019**

The minutes from November 13, 2019 were duly reviewed, and approved.

**5. Treasurer's report**

Tom reported that he has submitted the 2019 Annual Report to MCC, which allowed the WCC's 2020 funds to be released by the MCC. The funds have been deposited into WCC's encumbered account. There are still two outstanding 2019 grants which have not been reimbursed yet. The Spellman Museum has submitted the paperwork for their program grant and will be issued a check by the town. The Arts & Innovation Center recently sent an invoice covering the equipment they purchased. Vote on approving the allocation of funds was held later in the meeting (New Business).

**6. Confirmation of grants**

Anthony has emailed the applicants whose grants were approved, reminding them about publicity requirements and encouraging them to use the #westonculturalcouncil hashtag in any social media posts. All sent thank you emails in response. Prior to that, Tracy had sent emails to those applicants whose grants were denied. No requests for reconsideration were received in response.

**7. Discussion of the grant process**

There was a consensus that the process was very methodical this year, with each member presenting one or two grants in depth before opening the floor to discussion. Everyone felt the process was very efficient, and the determinations swiftly made. It was noted that having a well-defined "mission" as a result of the recent town-wide survey made it easier to determine if each grant fulfilled one or more of the stated categories. Members felt that the 2020 grants were all of high quality, even if the total number was not as high as in some recent years.

There was also discussion of how to improve the process of soliciting grant applications going forward, and whether the customary online town notifications and articles in the local printed and digital media remain most efficient. It was also noted that the MCC has increased its outreach to prospective applicants.

#### **8. Reception**

There was a brief discussion of the feasibility of holding a reception for successful applicants. Because of the size of WCC's budget, it was suggested that WCC partner with similarly sized neighboring towns, like Lincoln and Concord, to hold a joint event. Anthony will reach out to those council chairs soon.

#### **9. Recruitment of new members**

Anthony noted that the terms of office expire in April 2020 for Tracy, Raquel Halty, and Karen Meslin (Susan Remkiewicz resigned in November 2019). There was a brief discussion of whether additional terms are allowed, and if so, Anthony will reach out to see if anyone is interested in returning. It was proposed, and voted, that one new member would be approved from the applications submitted for review. It was noted that it would be helpful if candidates had particular interest/expertise in roles that will need filling, e.g. as treasurer.

#### **10. New business**

Anthony distributed copies of the new invoice for sound equipment for the AIC. It was decided that the new equipment, more analog than digital as initially requested, fulfills the criteria of the original grant, and disbursement was approved by vote.

There was a brief discussion of tracking and promoting the 2020 grants. Paul will forward a copy of Anthony's acknowledgement email to the members assigned to each grant. Grants assigned to retiring members will be redistributed. Liaisons should reach out to their applicants to remind them of publicity requirements, acknowledging both the MCC and WCC in print and during events and submitting photos if possible. There was discussion about creating a website for WCC, and it was generally felt that better utilization of the town's emailed newsletters, the WCC's current Facebook page, and local media should provide sufficient information regarding events. Anthony will follow up with Kara Flemming about a website. Paul will write and submit an article about the 2020 grants for the local press.

#### **11. Next meeting date and adjournment**

The next meeting will be held on March 25, 2020. Meeting was adjourned at 8:10 p.m.