

Meeting Minutes

APRIL 11, 2019

06:18PM

ESTHER HOWLAND ROOM, CITY HALL

TYPE OF MEETING	Monthly Meeting – April
FACILITATOR	Meaghan Hardy-Lavoie
NOTE TAKER	Stephanie Mireku
ATTENDEES	Samantha Fiakofi, Stephanie Mireku, Yasmin Goris, Mitchell Perry, Lisa Malo
LATE	Amanda Kidd Schall
GUESTS	

Agenda topics

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APPROVAL OF MINUTES

MEAGHAN HARDY-LAVOIE

CONCLUSION	
Meaghan moves to approve minutes with an amendment to the attendance. Lisa seconded the motion.	

TREASURER REPORT

CONCLUSION	
Tabled until next meeting and all corrections made.	

GRANT REIMBURSEMENT REQUESTS

MEAGHAN HARDY-LAVOIE

REIMBURSEMENTS					
APP#	Individual / Organization	Amount	Decision	Status	Notes
	Family Health Center		Approved		Date change only
	Arts Worcester	4080.50	Approved	Full	
	Goddard School of Science and Tech	856.91	Approved	Full	
	Jennifer Maddox	881.87	Approved	Partial	
24671-19	Worcester Historical Museum	1306	Approved	Full	

DISCUSSION

IV. Update of WAC Staffing and Tasks

- i. -Liaison soon to be hired

V. WAC Working Groups

- a. -Social Media: Mitchell joining Yasmin and Lisa
- b. -Events: MMD fundraiser upcoming; share widely among our networks
- c. -Strategic Planning: review of c. input in progress tonight, update to Tom coming

VI. Community Input

- a. Discussion about how to rephrase questions or reprioritize subtopics of survey; try to add more
 - i. context or substance to questions to generate more specific or targeted answers
- b. Discussion about how to promote survey and gathering more feedback; target organizations for
 - i. gathering feedback
- c. Discussion about method for survey collection
- d. Open to distribute asap until September 2019; Target date: May 1
- e. Consistency in descriptions
- f. Lisa will review Q22
- g. Funding for social media efforts
- h. Ideas for supporting new and updated initiatives and creating profile for resources
- i. Will discuss outreach efforts at May meeting

VII. Grant Reception

- i. Discussion about flow of event and review of logistics
 - a. Will create one pager with update of logistics of event for future
 - b. Discussion about MMD fundraiser event
 - i. Promotions throughout council
 - ii. Add names to google drive
 - iii. Tabling at event for MMD/keep laptop present for signups
 - iv. Guidelines and documentation for day of event (Stephanie will do this)
 - v. Plan weekly meeting for events (invite Sam and Meaghan)

VIII. Grant Guidelines for FY20

- a. Dos and Dents list
- b. Sample grant document-update budget info and add other non-school application
- c. Document specific guidelines
- d. Question grant applicants about process and clarity
- e. Will review capital expenditures, review dos and donts to add



IX. Make Music Day 2019

- a. Update on fundraiser event
- b. 28 artists signed up
- c. Sonic bids registration (concerts, festivals, sign up website); 8 artists signed up
- d. Open to new ideas for programming as part of event
- e. Documents for financing outreach

X. Other

- i. Read and comment on Worcester Cultural Plan by upcoming Monday evening

Meeting end at 8:07pm

MONTHLY MEETING ADJOURN AT 8:07 PM