



**MEETING MINUTES**

JUNE 13, 2019 06:24PM | ESTHER HOWLAND CHAMBERS, CITY HALL

<b>TYPE OF MEETING</b>	Monthly Meeting –June
<b>FACILITATOR</b>	Meaghan Hardy-Lavoie
<b>NOTE TAKER</b>	Lisa Malo
<b>ATTENDEES</b>	Samantha Fiakofi, Mitchell Perry, Gabriel Rollins, Nikki Erskine
<b>LATE</b>	
<b>GUESTS</b>	Sam Montano – Mass Cultural Council Representative

**AGENDA TOPICS**

<b>I. APPROVAL OF MINUTES</b>	
<b>CONCLUSION</b>	Approved
Gabe moved to approve minutes from 5/9 meeting. Lisa seconded the motion.	

<b>II. BUDGET REPORT</b>	
<b>CONCLUSION</b>	
Tabled until July meeting to allow for officially training Mitchell as new Treasurer.	

**III. UPDATE ON WAC STAFFING & TASKS** – No updates

**IV. WAC WORKING GROUP REPORT-OUTS**

- a. Meaghan asked that sub-committees plan to meet by mid-July, and send her the meeting date/time by 7/5 so she can try to attend

<b>V. REIMBURSEMENTS</b>					
<b>APP #</b>	<b>Individual/Organization</b>	<b>Amount</b>	<b>Decision</b>	<b>Status</b>	<b>Notes</b>
I-20238-19	Lynne McKenney Lydick – Family Letters of Abby Kelley & Stephen Foster	\$448.86	Approved	FULL	

*Additional Correspondence: Thank You notes received from Regional Environment Council, Worcester Historical Museum & Worcester Art Museum*



## **VI. COMMUNITY INPUT SURVEY**

- a. Participation results to date: 26 participants, 42% from 01602 & 20% from 01601, 88% Female, 92% White; 20% 41-65 years old
- b. Post-Make Music Day, Council to focus heavily on survey participation outreach
- c. Mitchell to create tracking document and send link to Council members to coordinate its outreach to community organizations/groups regarding sharing survey link
- d. Nikki will include survey in upcoming arts & culture email blasts; Lisa will send Nikki messaging to use; Sam suggests cross-referencing the email list with those we are reaching out to individually to avoid duplication in efforts
- e. Nikki to follow up on including direct link to survey on worcesterculture.org website, city-managed social media pages, etc.
- f. Survey close date determined: 8/28; Tom will need to be informed to close the survey and export the results on this date

## **VII. GRANT GUIDELINES FOR FY20**

- a. Amanda sent details on Capital Expenses in advance of meeting; Meaghan commented that we may not need to reference that the council may fund items like plywood, lumber; Sam & Meaghan to review and talk to Amanda about her thinking more on this; Council to revisit discussion on this in next monthly meeting
- b. Lisa was not able to locate sample grant on MCC website; Sam Montano to try to locate and email to Lisa and Samantha
- c. Revisiting items Stephanie was working on: Meaghan will create a Glossary, and check with Stephanie for more insight on FAQs & Best Practices to see if they are still needed
- d. Nikki will prep packet of last year's Grant Guidelines for review at July monthly meeting

## **VIII. MAKE MUSIC DAY 2019**

- a. Currently 65 performers signed up, with 54 confirmed performances, and 18 locations
- b. Gabe and Meaghan will be out Friday (6/14) doing final in-person outreach to locations
- c. Mitch and Yasmin will be out postering on Friday (6/14)
- d. Final Make Music Day meetings will be held on Saturday (6/15) and Wednesday (6/19) at Nu Kitchen at 6:00pm
- e. T-shirts should be picked up at one of the above meetings or can be dropped off to volunteer location(s) on Make Music Day if needed



- f. Meaghan, Sam & Kelly Momberger will be working on final volunteer schedules and will send them to all volunteers by email no later than Wednesday (6/19)
- g. Discussion about food trucks; will not be included in plan this year
- h. Meaghan asks for suggestion for busker to stand with Gary Rosen on Make Music Day from 1-3pm; Gabe may have suggestion and will follow up
- i. Gabe working on rain location and will reach out to Grid contact(s) regarding potential use of the beer garden pavilion

**IX. CULTURAL PLAN COMPACT UPDATE**

- a. Plan presented to City Council on 5/28 and was sent to Economic Development for further review

**X. NEW MCC COMMUNITIES DEPARTMENT REP**

- a. Meeting guest Sam Montano joined the MCC about 2 months ago and is the new regional program officer

*MEETING ADJOURNED AT 7:36PM*