



MEETING MINUTES

Thursday, May 11, 2023 6:00 PM | ZOOM (VIRTUAL)

TYPE OF MEETING	Monthly Meeting
FACILITATOR	Jennifer Riley
NOTE TAKER	Sean Brennan
ATTENDEES	Jennifer Riley, Brandon Lewis, Nikki Erskine, Sean Brennan, Chris Rich, Avae Quartey, Kristen Livoti, David Filar
LATE	
GUESTS	

AGENDA TOPICS

- I. **INTRODUCTIONS** - Kristen Livoti
- II. **APPROVAL OF MINUTES**
 - A. **Conclusion:** Approved
 - B. **Motion to approve + second:** David, Brandon
- III. **PUBLIC QUESTIONS**
 - A. None
- IV. **BUDGET REPORT**
 - A. **Conclusion:** Provisionally Approved based on reconciliation of numbers/accounts transition to new payment system
 - B. **Motion to approve + second:** Brandon, Sean
- V. **NEA/ARPA Update**
 - A. Payments have recommenced
 - B. Original Timeline Requirements:
 1. Projects completed by September 1, 2023
 2. Grantee Final Reports due September 1, 2023
 3. WAC Reporting due 3 months later - March 2024
 - C. Proposed Reporting Timeline [Unanimously Approved pending ARPA/NEA Approval]:
 1. Projects completed by June 30, 2024
 2. Grantee Final Reports due July 15, 2024
 3. WAC/City Reporting due September 30, 2024
- VI. **Final Report Reviews**
 - A. ArtsWorcester (FY23) - Approved
 - B. Worcester Chamber Music Society (FY23) - Approved
 - C. Worcester County Mechanics Association FY23) - Approved
- VII. **GRANT AMENDMENT REQUESTS**
 - A. Claudia Bastante [Provisionally Approved pending NEA/ARPA approval of extension]
- VIII. **WORKING GROUP UPDATES**
 - A. Marketing



1. Amy will be joining the Marketing Committee
2. Planning to meet before next month's meeting, provide recommendations for use of funds

B. Grant Reception

1. Group met and established the leads for the following task
 - a) Food - Sean
 - b) Entertainment - Shantelle
 - c) Creative & Invitations- David
 - d) Swag - Sean
 - e) Photographer/Videographer - Shantelle
 - f) Grantee Video - David
 - (1) Constant Contact email to grantees to submit creative for use in video
 - g) Activity - Potential Ideas
 - (1) Collective Creative Piece
 - h) Save the Date
 - (1) Nikki to send date to City Representatives
 - (2) WAC to send date to MCC Representatives
 - i) RSVP: Eventbrite

C. FY24 Application Process

1. Group met and will have their final recommendations at next month's meeting including submission software and potential revisions

D. Community Input Survey

1. Application Process to provide revisions to ensure alignment between the two processes
2. Kristen Livoti, Sean Brennan, Avae Quartey to lead this effort

IX. STAFF UPDATES

- A.** Jen shared email from Fabian Barracks introduction opportunity

X. UPCOMING #WACFUNDED EVENTS

- A.** Worcester Knitty Council Committee – Sunday's 2-5 at the Village through
- B.** Friday, May 12th 7pm - Songwriters at the Hub #4 // Ash & Eric with BettySoo (Austin, TX)
- C.** Thursday, May 18th 6-8pm - ACE Donor & Volunteer Appreciation Night. Free but ticket required.
- D.** Wednesday, May 31 7:30 – 8:30pm - Italian Organ Recital at Our Lady of the Angels Parish
- E.** Saturday, June 3rd at 7pm: Flamenco! Tradition, Art & Passion Student Showcase at the BrickBox
- F.** Art in the Park starts June 10th and runs through September 23rd
- G.** Saturday June 10th – 4th Annual Beats and BBQ in East Park

XI. UPCOMING CULTURAL EVENTS

- A.** Poets Cauldron - Third Sunday of Every Month
- B.** Appletree Arts - UkeFest - May 20th

MEETING ADJOURNED AT 7:19PM