

# Meeting Minutes

NOVEMBER 10, 2016 5:30PM

ESTHER HOWLAND ROOM, CITY HALL

<b>TYPE OF MEETING</b>	Monthly Meeting – November
<b>FACILITATOR</b>	Kelly Momberger
<b>NOTE TAKER</b>	Samantha Fiakofi
<b>ATTENDEES</b>	Kelly Momberger, Thomas Conroy, Samantha Fiakofi, Hansani Archibald, Jacob Poplaski, Hank Von Hellion, Meaghan Hardy Lavoie, Lindiana Flores (Staff)
<b>LATE</b>	
<b>GUESTS</b>	Laura Barker (Clark University Student), Avery Smith (Clark University Student)

## Agenda topics

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### APPROVAL OF MINUTES

KELLY MOMBERGER

<b>CONCLUSION</b>	
Meaghan moves to approve minutes. Jacob seconded the motion.	

### TREASURER REPORT

JACOB POPLASKI

<b>CONCLUSION</b>	
Tom moves to approve Treasurer Report. Kelly seconded the motion. <i>(Still pending Arts Worcester donation)</i>	

### GRANT REIMBURSEMENT REQUESTS

JACOB POPLASKI

<b>REIMBURSEMENTS</b>					
APP#	Individual / Organization	Amount	Decision	Status	Notes
O-405	Ascentra Community Services Inc	\$1,890.40	Approved	Being held by Budget	Approved 10/13/2016
I-306	Kevin Burns	\$1,590.00	Approved		
O-416	Massachusetts Symphony Orchestra	\$1,865.00	Approved		

### GRANT AMENDMENT REQUESTS

<b>REQUESTS</b>				
APP#	Individual / Organization	Request	Decision	Notes
I-318	Pam Farren	6 month extension	Approved	Unanimous vote
None				

### PENDING DEOBLIGATIONS

<b>REQUESTS</b>				
APP#	Individual / Organization	Request	Decision	Notes
None				

### OTHER BUSINESS

<b>DISCUSSION</b>	
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**Budget**

- Council unanimously voted to use 5% of our allocation for administrative expenses
- Kelly would like to purchase name tags for new council members

**MCC Event**

- Tom spoke about the MCC focus group he attended. He had a chance to connect with other councilors and discuss the concerns of each council.

**Make Music Day**

- Kelly to move forward with her make music day action items and keep the council up to date
- Hansani and Jose are still working on the budget

**Social Media and Committees**

- Big thank you from Kelly to those who posted to social media
- Jacob drafted social media best practices, please review and send any comments/updates

**Miscellaneous**

- The 2016 grant reception video is posted to the city YouTube account. The social media committee will work to get the video posted to the WAC account.
- Lindiana to confirm when the Central Mass Film festival will be held.

MONTHLY MEETING ADJOURN AT 6:03 PM