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

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

AGENDA TOPICS

I. APPROVAL OF MINUTES

CONCLUSION | Approved
Gabe moved to approve minutes from 5/9 meeting. Lisa seconded the motion.

II. BUDGET REPORT

CONCLUSION | 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

V. REIMBURSEMENTS

<table>
<thead>
<tr>
<th>APP #</th>
<th>Individual/Organization</th>
<th>Amount</th>
<th>Decision</th>
<th>Status</th>
<th>Notes</th>
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<tbody>
<tr>
<td>I-20238-19</td>
<td>Lynne McKenney Lydick – Family Letters of Abby Kelley &amp; Stephen Foster</td>
<td>$448.86</td>
<td>Approved</td>
<td>FULL</td>
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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 worcestericulture.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 posterig 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