



MEETING MINUTES

July 11, 2019 07:03PM | ESTHER HOWLAND CHAMBERS, CITY HALL

TYPE OF MEETING	Monthly Meeting –July
FACILITATOR	Samantha Fiakofi
NOTE TAKER	Yasmin Goris
ATTENDEES	Amanda Kidd-Schall, Mitchell Perry, Gabriel Rollins
LATE	
GUESTS	

AGENDA TOPICS

I. APPROVAL OF MINUTES	
CONCLUSION	Approved
Gabe moved to approve minutes from June meeting. Mitchell seconded the motion.	

II. BUDGET REPORT	
CONCLUSION	
Tabled until August meeting to allow for a few updates.	

III. UPDATE ON WAC STAFFING & TASKS – No updates

IV. WAC WORKING GROUP REPORT-OUTS

- a. Event Committee: No updates -- did not yet meet; Samantha notes that Event Committee should meet before August meeting to discuss Grant Workshops; Samantha also suggested Yasmin be involved because she had suggestions;
- b. Social Committee: Met and discussed regular posting and this has started; Lisa and Mitchell agreed to contribute personal funds to promote Community Input Survey on social media; will plan to meet again before next WAC meeting
- c. Strategic Planning Committee: No updates



V. REIMBURSEMENTS					
APP #	Individual/Organization	Amount	Decision	Status	Notes
O-24087-19	Render Creative	--	HELD	HELD	Held for additional receipts/updated reimbursement form.
O-300-19	Make Music Day	\$1,735	APPROVED	IN PROGRESS	
O-22355-19	Worcester Center for Crafts	\$1,305.76	APPROVED	FULL	
I-24923-19	Mindful Me	\$984.55	APPROVED	FULL	
I-24791-19	Joyce Henderson	\$255	APPROVED	IN PROGRESS	

Additional Correspondence:

- a. *Grant Amendment submitted for Knitting Initiative project. Kim Marshall's placement has changed. Received letters of support for change to location of project. Vote to approve amendment: Unanimously approved (5 yes votes)*

VI. COMMUNITY INPUT SURVEY

- a. Have not yet received updated numbers from Tom Conroy; Samantha will ask Tom to update at August WAC meeting
- b. Reminder to all WAC members to fill out survey themselves and distribute to personal friends, family and network to drive up numbers
- c. Reminder that survey will close on August 28, 2019
- d. Mitchell notes that we will test boosting survey to different target audiences on social media; will refer to demographic data from prior surveys to see who we might target
- e. Mitchell reminded everyone that he set up a Google sheet for us to track who we have distributed the survey to; it was sent out via email after the last WAC meeting; WAC members can add people/organizations they've sent it to and also add suggested people/organizations to share it with

VII. GRANT GUIDELINES FOR FY20

- a. Discussion about references to capital expenses; Amanda notes that she referenced specific items like plywood and lumber, but that we can exclude it; however, suggests that we include something to give applicants more clarity about the types of things we will and will not fund



- b. Amanda to make updates before next WAC meeting to ensure references to capital expenses is consistent
- c. Samantha says at August meeting we will review Grant Guidelines a final time

VIII. MAKE MUSIC DAY 2019

- a. Held on June 21, 2019
- b. Overall feedback: Programming was good; attendance seemed underwhelming – maybe the bad weather contributed to this; a lot of time and effort put into planning the event; venues that were private were well attended; public (larger) events seemed less well attended; University Park Youth Stage was a good premise; great music and great artists; people and kids who attended seemed to really enjoy the music; Dan, the sound guy at the Common, was great to work with
- c. Suggestions: Consider condensing the programming to concentrate on central location and/or fewer locations; talk to WRTA or shuttle bus companies to have a shuttle that goes to all Make Music Day locations; finalize plans earlier – create calendar at beginning of the year and adhere to the project plan; have multiple public locations downtown; confirm secondary venue well in advance for potential weather concerns given this will always be an outdoor event

IX. CULTURAL PLAN COMPACT UPDATE

- a. Approved by the City Council; will be a part of the City of Worcester's Master Plan

MEETING ADJOURNED AT 7:32PM