MEETING MINUTES  
December 10, 2020 6:06PM | VIRTUAL MEETING: ZOOM

<table>
<thead>
<tr>
<th>TYPE OF MEETING</th>
<th>Monthly Meeting – December 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>FACILITATOR</td>
<td>Yasmin Goris</td>
</tr>
<tr>
<td>NOTE TAKER</td>
<td>Lisa Malo</td>
</tr>
<tr>
<td>ATTENDEES</td>
<td>Silvana Boeheng, David Filar, Mitchell Perry, Chris Rich, George Sedares, Nikki Erskine</td>
</tr>
<tr>
<td>LATE</td>
<td></td>
</tr>
<tr>
<td>GUESTS</td>
<td>Haley Cloonan-Lisi, Mihoko Wakabayashi, Rebecca Linton, Lucinda Ellert</td>
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AGENDA TOPICS

I. NEW MEMBER: SILVANA BOEHENG

II. APPROVAL OF MINUTES

CONCLUSION  
Approved - with edit to “meeting adjourned at 8:08pm” (need to remove reference to “Executive Session” as this line was inadvertently copied from October meeting minutes)

George Sedares moved to approve minutes from the September meeting; Mitchell Perry seconded the motion.

III. BUDGET REPORT

CONCLUSION  
Approved

George Sedares motioned to approve the budget report; Chris Rich seconded the motion.

IV. APPLICATION QUESTIONS FROM GUESTS

a. Guest: Mihoko Wakabayashi | Question about applying for project that has previously received grant funding, but has new/additional elements for FY21

b. Guest: Rebecca Linton | Question about approach for budget that may vary depending on project scope, which is dependent on donations outside of grant funding; question about maximum grant award

V. LOGO DESIGN UPDATES

a. Guest: Haley Cloonan-Lisi

b. Council voted unanimously to proceed with Concept 1

c. Logo design committee with proceed working to finalize with Haley

VI. GRANT AMENDMENT REQUESTS

a. Guest: Lucinda Ellert | Original project for which Lucinda received grant funding was cancelled and funds were deobligated; Questions regarding submitting grant reimbursement for some items purchased that were for the cancelled project, and receiving grant reimbursement for additional concert that took place earlier in 2020; Council determined that it needed additional guidance from MCC in order to make a
decision on this; Nikki Erskine to follow up with Ricky from MCC on the questions and coordinate with Lucinda to bring anything for reimbursement/amendment before WAC in January if applicable

VII. REIMBURSEMENT REQUESTS

<table>
<thead>
<tr>
<th>APP #</th>
<th>Individual/Organization</th>
<th>Amount</th>
<th>Decision</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>WAC-36</td>
<td>Nancy Thibault</td>
<td>$800</td>
<td>Approved</td>
<td>FINAL</td>
<td>This group incorrectly credited the Worcester Cultural Coalition and MCC, not WAC; Nikki to follow up with them to make sure they understand they did not credit correctly and, if applying for/receiving a grant in FY21 they must credit WAC correctly</td>
</tr>
<tr>
<td>WAC-421</td>
<td>Melanie LeBoeuf / WICN</td>
<td>$2,599.35</td>
<td>Approved</td>
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<tr>
<td>WAC-26</td>
<td>Render Creative</td>
<td>$5,000</td>
<td>Approved</td>
<td>FINAL</td>
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</tbody>
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Council also reviewed correspondence from 2020 grantee, Audio Journal.

VIII. SUBCOMMITTEE UPDATES

a. Strategic Planning: Once grant cycle is over, would love to meet and come up with milestones for 2021 and a plan for what we want to achieve in that year

b. Social Media Committee: Change name to Marketing Committee to more accurately reflect duties; updates on social activity/outreach for grant cycle

c. Events Committee: No update.

IX. WORCESTER BOOK FESTIVAL

a. Concerns about what funds will go into 2021

b. WAC voted to deobligate funds from Worcester Book Festival and will no longer be participating in this event at this time

X. GRANTEE PAYMENTS: SWITCHING FROM REIMBURSEMENT TO DIRECT GRANTING

a. City has determined that WAC can accommodate direct payments for FY21

XI. SCHEDULING GRANT REVIEW MEETINGS

a. Dates/times to be determined, beginning in January

b. Conversation around administrative duties required to review grant applications for completeness before grant voting; Nikki Erksine and Yasmin Goris to follow up on who will be responsible for the administrative duties -- WCC interns or Council members -- and inform the Council

MEETING ADJOURNED AT 7:43PM.