

# Walpole Cultural Council

## Meeting Minutes for 09/18/2018

Meeting date: September 18, 2018

Time: start 7:00PM; end 8:30PM

Place: Walpole Public Library

Present: Mimi Connell, Chris Weylman, Beth Formica, Mary McNamara Cullinane, Lynne Chiodo

### Matters Discussed:

- Approval of August meeting minutes
- Treasurer's Report
- Review of WCC Priorities
- Recap of September 4 BOS meeting
- Reaching out to PACs
- Funding of Material Goods
- Status of Grant Applications
- Student Intern
- Miscellaneous/Any Other Business

### Summary of Matters Discussed:

- August meeting minutes approved unanimously
- Chris gave an update of the treasurer report, including an itemization of the current balance in the account, the amount of grants still outstanding that are to be paid, and the funds awaiting deposit from MCC. The annual report is due to MCC by 10/15/2018 as well as a list of officers. Chris met with the town accountant to review the treasurer part of the annual report and the council voted to retain \$340 for administration costs. Special cases were discussed, including Janet Applefield, whom Mary has contacted and facilitated payment to for past performances and Yvette Morrill. Checks were cut to both parties and Chris will follow-up to see when checks are cashed. Mary will also get in touch with Janet Applefield and confirm that she has received payment.
- The on-line WCC survey results were reviewed, as well as those from the paper survey and priorities developed. Lynne will close out the current SurveyMonkey survey.
- Mimi recapped the BOS meeting presentation and explained to the Board the council's priorities, who we are, who/what kind of grant applicants the council receives, examples of grants given, general review of finances, efforts to get the word out about the council and its grants, including Walpole Day, information session at the library, the A-frame, council's Facebook page, and explained the council's reach out to the Friends of Walpole Library in order to collaborate on projects, and informed the Board of the

council proposed student intern position. The council's presentation to the BOS came about from an invitation by David Salvatore after a discussion with council members at Walpole Day.

- Beth and Mimi to reach out to PACs at Walpole schools. Chris has already informed PACs at Bird Middle School and Old Post Road School of council open grant period. Chris has also spoke with the art teacher at Elm St. School and Blessed Sacrament School
- Grant application period is open and advertised by a sign in the library, on the council's Facebook page and by an A-frame sign that will be posted at the town common from Oct.1-Oct. 15. Mary will store the A-frame sign after it is removed from the town common on Oct. 15. The council is awaiting the compilation of grant applications from the MCC and anticipates it will receive this the first week of November.
- The student intern position was discussed, and it was decided that the council has two needs: one for a technical assistant to help with Twitter, Instagram, Facebook and other social media outlets, and the other for an art student to draw up a council logo. The council expects that the art student will need to come to one meeting to hear the council ideas on general parameters for the logo.
- Miscellaneous- Mary updated the council on the cost of a banner, which is \$29.99 and is waterproof and durable and can be ordered on-line. A discussion also ensued on whether or not we could or should hold an event for grantees and on whether or not we could or should fundraise. Chris is going to ask her contact at the Medfield Cultural Council and Mimi going to ask the Franklin Cultural Council on what they do with regard to these two considerations.

**Next meeting scheduled for Thursday, November 1, 2018 at 7:00 PM at the Library.**

APPROVED: 11/01/2018