

Wales Cultural Council Meeting Minutes

Call to order

- A meeting of the Wales Cultural Council (WCC) was held virtually via GoToMeeting on January 12, 2021 due to the ongoing COVID pandemic. The meeting was called to order by Sue Gregory at 6:47 pm. Attendees of this virtual meeting included WCC members Sue Gregory, Amy Adams, Cadence Boyce, and Meghan Matczak, and David Yutzler and community members Nicole Croteau, Ann Chrabascz, and Robyn Chrabascz.

Minutes

- The minutes of the August 18, 2020 meeting were reviewed. David made a motion, seconded by Meghan, to approve the minutes with 1 edit (to indicate that the meeting occurred virtually). The motion passed unanimously.

Old Business

• Sign Purchase Update:

- Sue spoke with town officials; the sign can be no larger than 6 sq ft. She found a sign that is \$169.95 + tax, free shipng. David made a motion for Sue to purchase the sign with her credit card and then submit the expense for reimbursement from administrative funds, seconded by Amy; the motion passed unanimously

• 2020 Grant Review

Many of 2020's grants were unable to be completed due to safety concerns amid the ongoing COVID-19 pandemic. Mass Cultural Council has advised that local cultural councils can be very flexible with postponing or modifying programs as we see fit.

- Tommy Rull: paid in February, program hasn't happened yet but hoping to complete it this year
- Tamara Cassavant: never submitted any paperwork, no payment made, program didn't happen
- Show Choir: paid and program was able to happen
- Bad News Jazz: program never happened, they were not paid
- Old Sturbridge Village visit for senior center: did not happen, not paid, they have reapplied for this year
- Ed the Wizard: paid, program has not happened yet, hoping to complete it in 2021
- Greg Maichack: paid; he is making arrangements for a modified program, working with senior center director, and it will hopefully happen in 2021
- Joanne Menard: cardboard city installation program was begun pre-pandemic, but not completed; the remaining grant funds have been donated to the elementary school for purchasing art supplies
- John Root: paid, program did not happen yet, but will hopefully occur in 2021
- Magical Potters Wheel: never received any paperwork, program not completed or paid
- Olde Home Day: paid in July, event had to be cancelled; \$300 of grant money already spent on advertising for the 2020 event; remainder to be rolled over to 2021
- Olde Home Day addendum: see above
- Wales Historical Society: paid and purchases made; grant fulfilled
- Wales Library Auxillary: paid, materials were purchased, but program didn't happen (was to be at Olde Home Day); will use materials at 2021 Olde Home Day
- Science Tellers and Greene Room Improv programs did not happen and were not paid (these were not grants, but were programs organized and funded directly by the cultural council)

New Business

• Membership and Officers:

- Sue made a motion, seconded by David, to elect Sue as chair, Amy as secretary, and David as treasurer; motion was unanimous

- Sue made a motion, seconded by Amy, to reclassify George Ferraro and Jennifer Cawley as inactive, as opposed to ex officio, on the Mass Cultural Council website; passed unanimously
- **Community Input Survey**
 - Survey will fulfill the requirement that we solicit input from the public about goals and guidelines for our program; Discussion included using google forms, senior center newsletter, email lists (schools, library, sr. center, etc) and Town of Wales and Wales Cultural Council facebook pages; Amy and Sue will fine tune questions (what kinds of programs would residents like, any specific requests, etc) and will email survey to council members for final review before sending out
- **2021 Grant Review:**
 - Discussion:
 - Budget:
 - Allocation from Mass Cultural Council this year is \$4,900
 - The administrative budget for 2021 (5% of \$4,900 award) is \$245; about \$170 of which will be spent on the sign, and about \$65 left over for additional administrative expenses throughout the year
 - David is working on finalizing parts 1 and 2 of the final report, including reconciling funds to determine exactly how much money is available for granting, as ledgers aren't available because the town currently does not have an accountant. David believes that we have about \$9,044 available for granting, less the \$245 for administrative funds for a total of about \$8,799
 - Grant applications were reviewed and discussed, those without a venue were identified (our local council guidelines require that a grant applicant make arrangements for a venue prior to applying)
 - Nicole Croteau, speaking on behalf of Olde Home Day (OHD), verified that \$3150 of the 2020 OHD grant is being rolled over to 2021 (with only \$300 from advertising having been used) and explained that additional tent space will be needed due to COVID safety precautions. They would also like to have additional entertainment, purchase prizes for kids games (which will be given away, not sold), and Wales t-shirts. The cultural council did make it clear that the request for \$4,400 is nearly all of our annual funds from Mass Cultural Council, and in an ordinary year we would not have the funds to award anywhere close to that amount, though we do have more funds this year than we would otherwise have had because of grants going unfulfilled due to COVID in 2020.
- The following motions were made; all were approved unanimously:
 - Amy made a motion to reduce the Olde Home Day grant request by \$550, for a total of \$3,850, with the caveat that if there are additional funds once our budget is finalized (with the expected addition of interest to the total), those additional funds will be added to the overall amount granted; it is noted that OHD also has \$3,150 rolled over from 2020, for a total of \$7,000.
 - Sue made a motion, seconded by David, to approve the grant request for \$770 made by Greene Room Productions for a theater program at the Wales Elementary School
 - Sue made a motion, seconded by Meghan, to approve the grant request made by Davis Bates for \$475 for a Thanksgiving storytelling performance at the Wales Senior Center
 - Sue made a motion, seconded by Meghan, to award Wales Historical Commission for \$1,540 (reduced from \$2040) for the purchase of quilt displays
 - Sue made a motion, seconded by Cadence, to award Linda Christofori \$250, for her story telling science program at the Wales Elementary School
 - Sue made a motion, seconded by David, to award Ken Longstreeth \$1,000 for a community concert to be held at the Wales Baptist Church pavilion by the Bad News Jazz and Blues Orchestra.
 - Sue made a motion, seconded by Meghan, to award \$624 to the Wales Senior Center for a trip to Old Sturbridge Village
 - Sue made a motion, seconded by Meghan, to award \$288 to the Wales Senior Center for the Forest Park Traveling Zoo
 - Sue made a motion, seconded by David, to deny the requests for grants from Marilyn Morales, Henry Lappen, Dr. "The Machine" Jesse Green, Edward Wirth, and Music dance.edu (Note: none of

these grant applicants made arrangements for a venue for their programs, as required by Wales Cultural Council guidelines)

- Reviewed emails

• **Next Steps:**

Sue:

- 1) contacting Cheri at Senior Center about putting a questionnaire in the senior news letter
- 2) Working with Amy on a questionnaire for the public
- 3) publicizing the questionnaire
- 4) ordering the sign and submitting reimbursement

David:

- 1) follow up on finalizing the budget
- 2) update the MCC annual report
- 3) Process any vouchers as they come in

Amy:

- 1) Minutes of the meeting, publish on town website
- 2) Work with Sue on questionnaire.
- 3) send out rejection letters
- 4) Update the MCC grant awards page after the rejection letters have been sent out.

Cadence:

- 1) Create a WCC logo with the fountain

Next Meeting

- October 26, 2021 @ 6:45 PM

Adjournment

- A motion to adjourn was made by Sue at 8:48 pm.

Respectfully submitted by Amy Adams, Secretary