

## Great Barrington Cultural Council Minutes

05/20/19

Tate Calls meeting to order at 6:19PM

Present: Rose, Tate, Ellen, Michael, Kathleen Shelby, Pamela Shad, Rees Shad, Justina Crawford from the MCC

Tate motions to approve minutes. Michael votes to approve. Catherine Seconds. All in Favor.

New Member acquisition update. Kathleen, Pamela, and Rees are interested in joining. As well as Sharon Lazerson. We invited past grant recipients to our last events and Michael suggests we invite participants to the next meeting.

Catherine notes that she will most likely be moving out of the area and have to resign and will no longer be able to maintain the responsibility of clerk. Tate moves to appoint the secretary as rotating. Michael seconds. Rose asks how it will work. Tate says at every meeting someone should volunteer and it should rotate. All are in favor. Rose volunteers to be the secretary at the next meeting.

Manual update. We have a manual for members from 1999. Michael asks if there is one that is more recent. Justina says that the guidelines are posted online on the toolkit. Justina will send links.

Reimbursement Form is high on the list of things that we need to know how to do. Ellen, who will be taking over from Michael as the co-chair, will meet with the town manager to discuss the procedure. Justina also notes that this information can be found in the toolkit. Also, we should include a W9 in our award letters and that we make filling out a w9 one of the requirements for accepting a grant. Other items to go in the manual would be the kinds of programs that we emphasize as a cultural council and the requirements and make sure they are accessible for applicants.

Justina says now is the time we should be getting community input and we should track that information and we should set council priorities by September 1st.

Community survey update. Putting it on Facebook and the Community Board. Also posting it to the newsletter. We should also be emailing it to the previous grant applicants and recipients. Tate pulls up survey as it stands and council reviews the questions. Justina suggests that we add a question for people for people to express interest in membership. Michael gathers emails from prospective members for the survey.

Tate asks Justina about member alternates (as suggested by selectmen). Justina will look into it, but notes that select board should also help recruit new members and that we should have ongoing outreach.

Rees asks if we abide by Roberts law. Justina explains we just use Open Meeting Law. Shelby explains we have to abide by Open Meeting Law because the GBCC is funded by the state. Rose notes that the distinction between state and town money. Although Tate points out that other towns in the area have asked the town to match state money so that we have more funds. Tate says that we should push to do that. Michael says that we should present our statistics to the new town manager. Justina suggests forming a relationship with the new town manager, although since the budgeting season is over, so we should plan on doing this in September. But we should meet with the town manager now to plant the seed.

MCC pop up in Pittsfield on Thursday. Ellen is going. Networking opportunity for local Cultural Councils and also an opportunity for collaboration. Discussion moves to fundraising opportunities for the Council, including tables, assistance from town.

Members not renewing: Michael is on the Fence. Catherine likely resigning due to impending moves. Ellen will be taking over Social Media- Catherine will make Ellen an Admin. Rose will explore if she can stay on the council once she moves to Stockbridge. Sharon Lazerson has said she would join.

Citizens speak: Shelby asks for a concise rundown of who we are, what we do, and who we serve. Michael shows invitation to Sculpture

Now to give an example of projects we've funded. Catherine explains that there is opportunity for growth and the opportunity to be a part of the Downtown Great Barrington Cultural District Steering Committee.

Next Meeting: June 18th 6:15 at the Fire Station

Catherine, Michael and Tate explain process to potential members about how to proceed if they are interested in joining the Council.

Tate motions to adjourn at 7:18pm. Rose seconds. All in favor.