

Great Barrington Cultural Council  
DRAFT Meeting Minutes 11/5/19

Present: Ellen Shanahan, Rees Shad, Patrick, Haley Barbieri, Nan Coleman,

Meeting called to order at 7:30pm. Minutes of meeting 10/29/19 reviewed and approved as amended; due to lack of quorum at the last meeting, these

Survey of town residents: Rees has the boxes for questionnaire responses and will talk to Erika, who may be able to decorate them. Per Rees, survey has been transferred to paper, also a mailable document, which we can distribute at local businesses, using the list Tate has from previously. We hope to award some prizes for survey respondents. Natasha is checking with the Mahaiwe to confirm we can award Mahaiwe tickets to “winners” of a survey drawing. Rees will work on the wording for the survey invitation. The survey goal is to reach as wide a group of townspeople as possible to identify the Council’s direction and changes needed to our next mission statement. Currently, the mission statement lacks an introduction and will be edited.

Grant Applications: We will identify and notify a first round of grant denials; applicants who have been denied have about 15 days to appeal; we can reconsider if necessary. After final decisions, acceptance letters can be mailed out. We have sample denial letters.

Approval letters with awards made up front are in January, after the annual report. Schedule and deadlines are as follows:

- Dec 15: initial mail notification of denials

- Dec 15-29: Denied applicants appeal period

- Dec 30: initial mail notification to successful applicants

- Jan 15: Filing of Council’s report and mail final letters. This year funds to be awarded up front.

[Our next planned meeting is Dec 3.]

We are up to date on annual report per town accountant. We left on administrative buffer... suggest using on event in (April?) for winners to perform for public/ each other. (In past we had it an art gallery)

We have have \$5,541. Buffer amount is \$250. Next meeting at Town Hall (12/3), are prepared. Get them out by Dec 15. Award letters by 1/15, having been decided by Jan 7. (Ellen out Jan 11-15). Plan for two meetings, 11/12, 12/3 6:30 pm.

Set criteria and then score, using Excel spreadsheet). The Structure and how to apply a a score should be clarified up front (by us). Patrick will prepare spreadsheet.

Will await Tate to hear aboutt combined meeting with Cultural District Steering Committee.

Next mtg Tuesday, 12 November

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Nan Coleman, Secretary