

Meeting Minutes
Weston Cultural Council
Town Hall
September 18, 2019
7 p.m.

WCC Members Present: Anthony Butler, Raquel Maria Halty, Jacob Sagrans, Paul Angiolillo, Chris Martin, Tom Kilgallen, Susan Remkiewicz

1. Call to order

The meeting was called to order by Anthony at 7:02 p.m.

2. Resident comments

There were no resident comments.

3. Assigning secretary

The secretary for the meeting was Raquel.

4. Treasurer's report

Tom reported that:

- The account form will be reviewed with Susan and will be submitted as required.
- Current activity is as follows:
 - Reimbursed funds: \$ 1,775
 - Encumbered funds: \$ 6,100
- Tom urged members (liaisons) to remind grantees to submit their paperwork for reimbursement on time to avoid problems that sometimes occurred in past years.

5. Review promotion effort

Susan reminded us that she sent out the list of e-mail addresses of institutions to which she sends an e-mail every fall encouraging organizations and or artists to apply for WCC grants. She would like us to review the information of the list and make any necessary updates.

Susan also sent us draft of an article she wrote for the Town Crier which is also aimed at encouraging artists or groups to apply for WCC grants.

Finally, she asked members to distribute a flyer, designed by Paul, around town. The purpose of the flyer is the same as the e-mails and the article.

6. Review grant procedure and assign tasks

Anthony explained the timeline for the process:

October 15: Completed grant requests due in to MCC. This is a firm deadline.

November 1 (or thereabouts): MCC gets us the grant book which is accessible electronically. As soon as the books are available Anthony, Raquel & Chris (?) will get together to assign each member of the committee a set of grants that this committee member will present in detail to the group. Tom suggested that we do some research on the artist or group on-line to have a complete a picture as possible. Each one of us will be contacted with the names of the groups.

Mid-November: We meet to discuss all grant applications, and to determine which applicants will be awarded grants. Susan made a point that this meeting is the longest and most intense meeting of the whole cycle. Note: This is the most important meeting and all committee members should make every effort to attend. In the past the meeting has sometimes taken up to three hours.

7. Discuss process for matching town funds for FY 21

In order to get matching town funds for FY21, we have request them via a letter, and the committee has to vote on this. It was unanimously voted that we request \$ 4,800 from the town. Raquel mentioned that she believed the request had to be made at the town warrant meeting.

8. New business

Tom brought us a request from the Weston Friendly Society which had been awarded a grant for a round stage for a production. Unfortunately, due to the malfunction of the elevator in Town Hall, they were unable to bring to fruition the project that required this round stage. They are putting on a musical for the end of the year and, would like to use the allotted funds towards the purchase of a non-skid covering for the thrust which is much too slippery for the tap dancers. The committee felt this request was similar to AIC request which we approved. We voted unanimously in to accept their request.

9. Set next meeting date

The next meeting will be on Wednesday, November 13 at 7 p.m.

10. Meeting adjourned

The meeting adjourned at 7:47 p.m.