

Cultural Council
Minutes
August 23, 2022

Members in Attendance: Joseph Bisbee, Jr., Daniel Callahan, Debbie Courteau, Mary Pap, Marie Stoeckel, and Hong Vuong.

The meeting was called to order at 7:06 p.m.

Approval of Minutes

Joe made a motion to take a roll call vote to approve the March 9, 2022 minutes. Marie seconded the motion. The motion passed unanimously; the minutes were approved. Mary will send signed minutes over to the Town and request that it be posted online.

Treasurer's Report

Dan reviewed the spreadsheet he provided to the members prior to the meeting with the latest reconciliation. He went through and explained the simplified spreadsheet; going over the amount the Cultural Council has available as well as reviewing the grants that will be expiring soon. The grantees who were unable to start their event due to the COVID pandemic were granted extensions, however, any of those that were already extended, can still have until the end of this year to complete their event as long as they have a date and venue in place. They must request reimbursement with all paperwork being submitted and approved by the end of 2022. Debbie said she would put together a letter to those grantees facing expiration of their grant, offering the end of year deadline, and informing them of what is required in order to be granted one final extension.

New Business

Joe mentioned that the Council does not have to vote on grant modifications. Only 2 members are needed to approve a change. For instance, Dan mentioned the Pingree School, Grant #1917, approved funds to purchase recorders, but they requested to change it to purchasing music instead. Also, the Town of Weymouth, Grant #14311, approved for the Summer Concert and Movie Series requested to use the excess funds left over for the Pumpkin-Give-a-Way on October 2nd. Hong and Joe approved the modifications. Joe explained to Debbie, that since COVID, there was an uptick in grant

modification requests and that the Mass Cultural Council (MCC) at the state level, informed local councils that they could use their discretion to be flexible to grantees requesting modifications such as a change in date, time, location, or use.

Joe brought up the need to update our Council profile, specifically, our Council guidelines pertaining to reimbursement of sales tax. For this upcoming grant cycle, when award letters are sent out to grant recipients, there will be a note stipulating that sales tax paid by non-profits are not reimbursable. On the MCC's website, we will be sure to make this note on our Council profile as well. Also, the date of our last Community Input Survey (November 1, 2021) would be updated.

Dan gave an update on his communications with the Town of Weymouth regarding storage of all required Cultural Council documentation. We have been given permission to store 6 years' worth of documents on the Mayor's Drive to fulfill the requirement by the State. Dan worked with our Council's state contact to gather the last 6 years of panel books we are required to store. We will continue working on gathering all documents to be stored as well as the documents that are to be made available to the public on the Town's webpage, to ensure the Council is compliant.

Joe stated the next item of business was Election of Officers to the Weymouth Cultural Council. The position of Secretary was brought up for a vote first. Joe nominated Marie for the position of Secretary and Marie accepted. He made a motion to vote on the nomination of Marie as Secretary; Dan seconded the motion. A unanimous vote was taken, and the motion passed. Mary was thanked for her service as Secretary for the Council and since this is her last grant cycle on the council, serving her last term, she would give guidance to Marie on submission of meeting minutes to the Town and the process for having approved minutes posted online. Also, Mary would work with Marie on the Community Input Survey. Congratulations were extended to Marie as the new Secretary.

The next position voted on was for Treasurer. Joe nominated Dan to serve as Treasurer. He expressed that Dan has been a tremendous help to organizing and keeping track of the Council's financials and grants. Dan accepted the nomination to stay on as Treasurer. Joe made a motion to vote on Dan as Treasurer; Marie seconded the motion. A unanimous vote was taken, and the motion passed. Congratulations were extended to Dan, and he was thanked for his willingness to continue to serve as Treasurer. Dan said that he hoped to work with the Town to be able to receive better reports on our financials from them and would continue to provide detailed and updated spreadsheets to the Council for his Treasurer's report at every meeting.

The next position up for a vote was for Chair of the Council. Joe mentioned that he had a great opportunity that came up and will be relocating out of Weymouth, thus will no longer be able to serve on the Weymouth Cultural Council. He thanked the Council members for all their support during his time as Chair. The members thanked Joe for his service, especially through the challenges faced during the COVID pandemic. The Council expressed that he will be missed but congratulations were offered on his new endeavors.

Joe nominated Debbie to serve as Chair and she would be able to hit the ground running since she previously served in this capacity during her previous terms on the Weymouth Cultural Council. Debbie accepted the nomination. Joe made a motion to vote on Debbie as Chair; Dan seconded the motion. A unanimous vote was taken, and the motion passed. Congratulations were extended to Debbie.

Joe will send an email to the Town to update the council membership.

Debbie mentioned an email that was sent to LCCs about Cultural Sector Recovery Grants that are available to both individuals and organizations. The Council agreed that it would be a good idea to put an announcement up on the Town's webpage about the grant. Mary said she would let Debbie and Marie know the process to request that announcements be placed on the Town's webpage and whom to contact at Town Hall.

Debbie also said she would like to see an email distribution list of all the approved grantees for each grant cycle. Marie volunteered to put together a list once we go through our grant approvals. The email list will help the Council better communicate updates and reminders to grant recipients.

Next Meeting

Joe stated that public meetings for the Town can still be held via Zoom until March 2023 and that in person meetings can resume as well. The next meeting would be held via Zoom on September 28, 2022, at 7 p.m.

Joe made a motion to adjourn the meeting at 8:03 p.m. Debbie seconded; the motion passed unanimously

Approved by: Deborah Courteau Marie Stoeckel

Dated: January 2, 2023 January 2, 2023