

Montague Cultural Council
July 3, 2018; 7:03 – 8:49 pm
Gill-Montague Senior Center
Members not present: John, Jan

Members present: Pam, Rachel, Jen, Shannon, Anne, Dan, Kate, Cindi

1. Chairperson report

- Meeting opens at 7:03 pm
- Welcome Cindi Oldham, officially voted in as a new member!
- New contact information sheet passed around for updates
- Rachel wants to bring up a topic not anticipated at the end of the meeting
- Short discussion about River Culture Steering Committee

2. Secretary Report

- Short description of the what and how of taking mcc minutes
- Minutes should include: a list of members present and not, time started and stopped meeting, summary of all pertinent topics discussed, a list of any handouts passed around, follow-up action items for any members (also good to include this in body of the email), send out in a .pdf format, send to group ASAP (can be helpful to type during meeting to shorten the turn-around time)
- Anne moves to accept the minutes, Rachel seconds, all approve.

3. Announcements/ FY18 Updates

- **Anne to ask Beverly for more Lovelight outreach information
- Feeling the benefits of having Suzanne's press kit for promoting events
- No new updates from Books Through Bars
- **Dan to email Massachusetts Walking Tour to ask for Final Report
- **Anne to track down Performance Project for newer version of Final Report
- Jen got some events into the newspaper insert via RiverCulture
- Cindi's watercolor group is doing a show after July 20 at the Discovery Center

4. Pilot Program assessment

- **MCC is sending a survey in July for feedback; Jen + Anne will complete the survey
- One hurdle was educating folks about the new Final Reporting process
- Benefit of being less onerous for larger projects with big budgets
- About final report questions: we like "how much did it cost to complete your project" and "Did it meet your goals"
- Could change last question to "Is there something more the cultural council can do to support grantees in the future?"
- Does having money in the first place help get projects moving along from guilt/ pressure?
- We were very aware of handing out checks when assessing the applications, though we did take some risks
- About press: it's more difficult to make sure everyone has obeyed the press credit requirements when we give out money first; we generally support asking grantees to give us any press information so we can pass it along; perhaps we could have more communication about keeping in touch with the council like assigning projects out to each member – could put that information in the acceptance letter

5. Timeline & Tasks for FY 2019

- Logo – use the same font + bright blue color as RiverCulture?

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- Update Mass CC website with our priorities: we should change the would “might” to “must” in the priorities list!
- Rachel also suggest separating terms “Montague residents” from “under-served”
- **Jen will change the wording for priorities and check with Charlotte to see if changing might to must would help us enforce the priorities

6. Reorganize

- Chair: Jen moves to elect Kate with Rachel as vice chair, Anne seconds, all approve
- Secretary: Anne moves to elect Cindi, Rachel seconds, all approve

7. Next meeting

- August 7,2018 from 7 – 8:30 pm at the Gill-Montague Senior Center

8. Topics not anticipated

- Jen suggests making a master list of venues in Montague and connect that with Mass CC website
- Rachel wants us to mull over an idea that the mcc apply for a grant this FY to do an individualized cultural event in each village as outreach and promotion for mcc – to be discussed next meeting

Shannon moves to adjourn at 8:49 pm, Rachel seconds, all approve.