**Newton Cultural Council**

**Meeting Minutes**

**October 1, 2020**

Attendees: Rakashi Chand, Kathy Hassinger, Grey Held, Jane Feigenson, Rich Frost, Paula Gannon, Jen Kaplan, Emily O’Neil, Lakshmi Narayan, Christopher Pitts, Rebika Shaw, Robin Stein, Kathleen Wright,

Meeting opened at 9:09 AM

Minutes for September 24th meeting were approved.

**GRANTEE CRITERIA/APPLICATION:**

* Due today October 1, 2020.
* Include diversity
* looked at other cities and towns verbiage to compare.
* The committee voted on and accepted the following sentence:
* “Encourage projects that elevate the voices and experiences of historically marginalized groups to highlight the current and historical diversity in Newton.
* Newton does have a small black population but there is a lot of history in regard to race. The Myrtle Baptist Church has been in existence since 1874 and the Jackson Homestead was a stop on the underground railroad.
* One of the priorities will be to “push the envelope” and encourage diversity but also provide grants in other areas. This is to not penalize any group.

Key dates\_

November 16 application closes

November 18- December 1st - Panel books created and sent

February 16 - Annual Report Due

Adjudication Meetings for NCC:

December 13th - 7:00P, meet possibly in person at NAC – this meeting will be to assign the grants to each council member and discuss the review process.

January 9th, 2021 - 10:00A - 12:00P - adjudication

January 16th, 2021 10:00A - 12:00P- adjudication

* Once all grantees are determined, denial letters will be sent two weeks prior to announcing the winners. This will give those that did not receive grants and opportunity to ask questions and/or dispute the decision.

**SUBCOMMITTEE REPORTS:**

**Diversity**

* not a lot to update at this time

**Grantee Reception:**

* Jen Kaplan updated that invite will go out late today or tomorrow.
* Send all people, contacts etc who should be included to Kathleen Wright.
* Jane will send out invite via EVITE.
* Amy will open, Mayor will speak, Paula will speak, show a montage of photos video etc, all then will talk about the year and Chris Pitts will close the event.
* Zoom link will be sent 24-48 hours before the event (so people won’t lose it).
* Send to as many people as possible including city counselors, TAB, Globe, Chamber, Newton Library, Liaison to MCC, New commissioner of Parks and Recreation - Nicole Banks, past grantees.

**Financial**

* Paula opened up thanking Kathleen Wright for managing through a quagmire of complex moving parts and has helped with organizing the financials with the Newton Controller.
* 2019 Grantees have all but one have been paid except Bikes for Newton for $500. This grant will not be completed and the funds have been rolled into the next year funding.
* In the 2020 awardees, 18 have been funded out of 38.
* This is $18,700.
* Twenty-Nine grants to still be paid out totaling $22,700.
* Monies will all be distributed but will need documentation.
* The wording for the 2020 grantees during Covid was “Delay, hold event online, or cancel”
* in 2020 the grant dollars were as follows, $20,600 from the MCC and the City of Newton provided $16,900
* $4,000 rolled over from prior years.
* for 2021 the City of Newton will fund $15,000 and the MCC has still not committed to the amount of funding.
* Will need to update the website information staging that our grants awarded on average of $500 to $2,500

**ADJUDICATION FORM**

* There will be a few tweaks to this form such as taking out venue and dates for now.
* give more weight to diversity.
* More on this topic at another meeting.

**MARKETING:**

* Robin mentioned the yellow logo is still on the MCC website.
* Will need a new logo
* Need to send out press releases and flyers asap for the grant applications
* November 16th is the deadline for the TAB
* Other areas to promote the applications were discussed. Such as: Next Door, Patch, New TV, Newton Library, YMCA, Cultural Alliance, art organizations, Mayor’s newsletter.
* Need to create a subcommittee.
* Kathy Wright will help.
* Need spread sheet. Paula has one on file.
* Robin will put together the wording on flyer and press release and will run it by a few others over the weekend.

**OTHER:**

-Christine O’Donnell has left the council. We need something in writing, and this should be changed on the MCC website. Chris will do that.

* Next meeting will take place on November 5th @ 10:00A.
* Meeting adjourned at 10:15A.