

**Newton Cultural Council
Meeting Minutes
September 23, 2021**

Attendees:

Chali Naru Dones, Jane Feigenson, Paula Gannon, Candy Gold, Kathy Hassinger, Amelia LeClair, Emily O'Neil, Chris Pitts, Robin Stein, Mark Trilling, and Kathleen Wright

The meeting began at 9:05A

Emily O'Neil opened the meeting and asked for approval of the August 19th minutes with corrections. All in favor.

- It was requested to send out meeting reminders prior to the meeting and send it out in google calendar.

Grant Reporting:

- A request was made from a few grantees to change their dates due to Covid related issues.
- All requests to switch a date or an event needs to be put in writing and sent to the council for approval.
- There was much discussion on a number of grantees with many different situations. Emily instructed the council to review our minutes from the past to see what the criteria is going forward.
- Some situations are resulting in some grantees moving forward to another year. Such as the case with Rona Levantol who had an event scheduled with the Newton Public Library. But the library is under renovation and the program would have to shift. Thus putting this event into the next year.
- Still many grantees have not been submitting paperwork.
- Are the grantees possibly not getting the NCC emails?
- Paula suggested sending out a letter as well as having phone calls made to those who have not communicated.
- The council needs to be consistent with its messaging.
- The Council will also review the MCC guidelines.
- There are 7 grantees who have not communicated to the council.
- There have been 18 from the 2021 grantees who have not communicated.
- Candy Gold offered to make follow up phone calls.
- Going forward the council to be clear on deadline dates.

Financial Update:

- Paula walked the council through the financials
- Fiscal years are different between the MCC and the City of Newton which can make it complicated to keep numbers consistent. Can be a bit of a moving target.
- The NCC is waiting for the City of Newton's report from the Comptroller
- FY1 is rolling into FY2.

Adjudication:

- Deadline for applications is October 15th.
- The annual report is due January 15th and we will need to work backwards from this date in setting the adjudication time line.

Marketing/Outreach:

- The council agreed to combine marketing and events.
- A final push is being made to get the word out of the grant deadline.
- Postings will be sent to the Tab, social media and emails blasts
- The NCC will have a table at Newtonville Village Day. Jane and Amy will staff that.

The next meeting will be October 18th @ 6:00P via zoom.

Meeting ended at 10:55A.