

Newton Cultural Council  
Meeting Minutes  
February 7, 2022

Via Zoom

Attendees:

Chali Dones, Jane Feigenson, Paula Gannon, Candy Gold, Grey Held, Amelia LeClair, Danielle Moriarty, Emily O'Neil, Chris Pitts, Mark Trilling,  
Guests: Hattie Kerwin Derrick, Glenda Fishman, Gloria Gavis, Ann Marie Stein.

Meeting opened at 5:38P.

Minutes from the January 12, 2022 meeting were approved.

Adjudication:

- Concern was expressed regarding emails sent to approved grantees. There have been some that have "gone missing".
- Jane suggested we send out approval letters via email and through traditional mail as a way to maintain proper checks and balances.
- Jane and Paula will work on sending out acknowledgement letters. This will include information on the importance of the NCC brand separate from the MCC.
- Emily suggested securing a [newtonma.gov](mailto:info@newtonma.gov) email address to avoid future communication confusion/spam filters. In addition, she suggested we ask applicants to add the email address to their contacts in order to avoid future spam issues.
- Chris will reach out to City Hall to help implement the [newtonma.gov](mailto:info@newtonma.gov) email address.

Grant Reporting from 2021 Grants:

- 26 final reports are still outstanding. Chris will send out a second reminder.
- Current FY22 grantees with outstanding FY21 reports cannot file for direct payments until they submit missing paperwork.

NEA Grant:

- Chris announced that the NCC will apply again for the NEA Grant. This grant falls under the Sub Granting category. If received, the NCC could bring in an additional \$48,000.

#### NCC Officers and Elections:

- We still are in need of a Treasurer.
- The council is urged to review the job descriptions that are in our google docs and think about serving in both a committee role as well as a possible executive officer role.

#### Community Input Survey:

- Chris and Emily will review the survey with the marketing committee.
- The survey should be distributed by August the latest.
- This survey will assist the council in fine tuning its direction on grantee awards and is required as community input by the MCC.

#### Marketing:

- There was discussion on revitalizing the NCC logo.
- Chris, and Emily will reach out to Newton professional graphic designers.
- \$250 was discussed for a possible honorarium fee for the design.

#### 2021 Final Reports:

- A push was made to gather final reports from the 2021 grantees.
- We are now at 26 down from 33.
- Emily and Chris will cross reference the 2021 vs 2022 grantees. There is a paragraph in the 2022 awards letter stipulating that any 2021 paperwork not received may impact their 2022 award.

#### Communications:

- The council is setting standing monthly meetings on the 4th Monday of each month at 5:30P via zoom.
- Paula reviewed the zoom registration process for getting a meeting link. For safety of this meeting (inhibiting zoom bombers) all meetings will require a preregistration that will come with a unique zoom link for each person. Links are not to be shared.

Introductions were made by prospective council members; Glenda Fishman, and Ann Marie Stein.

Meeting adjourned at 6:50P.