

Meeting Minutes
Weston Cultural Council
Online via Zoom
October 20, 2021 at 7 p.m.

WCC Members Present Online: Marilyn Hirsch, Tom Kilgallen, Christine Martin, Jamie Peebles, Jacob Sagrans, Sonali Tambe. Frank Parker via phone-in.

1. Call to order.

Co-Chair Sonali Tambe called the online meeting to order at 7:05 p.m. and recorded the proceedings. She read the Town policy for online remote meetings which provides protocol for setting up meetings and guidelines from a legal compliance perspective.

2. Resident comments.

There were no online resident comments.

3. Assigning secretary

Chris Martin was the secretary for the meeting.

4. Review and approve the minutes from September 2021

The minutes from September 22, 2021 were duly reviewed and approved. They will be submitted to Town Hall and posted in the Council's Google document folder.

5. Treasurer's report

Tom reported that there are currently several reimbursements waiting to be paid out, once the necessary documentation has been received. Still outstanding for FY2020 are payments to the Charles River Sinfonietta and Margaret Wiss. Members should continue to remind their grantees to submit expenses in a timely manner once their projects are completed.

Tom also reported that he has submitted the 2021 Annual Report online after working with Susan Kelley in Town Hall. For the upcoming grant cycle, the Council has \$10,000 available to grant. There is an available balance of \$71.22 that has been set aside for administrative expenses.

6. Update on 2021 grants

Frank asked if a calendar of upcoming WCC sponsored events could be sent to members in case they are free and interested in attending in person or virtually. Chris will add any known dates to the 2021 spreadsheet and circulate. Members should add any comments to the spreadsheet about projects as they occur to help with future deliberations. If dates have not been finalized, members should contact their assigned applicants, and remind them that 2021 grants should be completed by the end of February 2022, one year from the date grantees were notified of their grant. They should also remind them to always acknowledge WCC support.

7. Review of 2022 applications

The MCC deadline for 2022 applications was extended until November, so Chris will continue to update and circulate the 2022 spreadsheet. After reading through the applications online, members should indicate two or three grants they would like to follow through the deliberation process. Chris and Sonali will assign any unclaimed applications before the next meeting so every application can be properly vetted and presented to the council. Of particular importance is making sure each application for a program has a sponsoring local organization and performance date, as required in our own local guidelines.

Sonali will also send around a list of guidelines for evaluating applications that was provided by the MCC. This should make the deliberation process more objective and efficient. We will review the applications at the November and December meetings and send out denial letters as soon as possible. In January, the approved applicants will be notified.

8. New Business

There was no new business.

9. Next meeting date and adjournment

The next meetings will be held Tuesday, November 16, 2021 and Tuesday, December 14, 2021 at 7:00 p.m. in person or online, depending on Covid 19 restrictions. The meeting was adjourned at 7:45 p.m.