

HUBBARDSTON CULTURAL COUNCIL

MEETING MINUTES

September 4, 2019

MEETING BEGAN AT: 6:35

MEETING ADJOURNED AT: 8:10

MEMBERS IN ATTENDANCE: Lori Engle, Treasurer

Sara Lyon, Member

Sarah McMaster, Member

Donna Shea, Secretary

Bill Shea, Chairman

START OF THE MEETING: Bill, our Chairman, opened the meeting at 6:35 and we proceeded to welcome our newest member Sarah McMaster.

AGENDA: 1. Welcome our new member Sarah McMaster

2. Discussion of the Hubbardston Cultural Council FY2020 dates and deadlines
3. Discussion of our attendance at Field Day on September 14, 2019
4. Report by our Treasurer, Lori, regarding any financial matters
5. Adjourn

OPEN ISSUES: We all whole-heartedly and happily welcomed our new member, Sarah McMaster, who previously served on the Orange Cultural Council. She spoke about her experience there and eagerness to join us and share her knowledge and expertise. We agreed that she is the perfect addition to our Council. We are still pursuing the addition of two alternates.

Next, we discussed Cultural Council FY2020 dates and deadlines for grant applications and their availability. Opening date for applying is September 1, 2019 with a closing date of October 15, 2019. Sara was scheduled to create a boost for advertising that grant money is available to local

entertainers, artisans or other educational prospects. It was noted that we are receiving \$5500 this fiscal year which is an increase over last year.

We will have Council members present at Field Day to assess the crowds, observe and take pictures of the three grantees funded by HCC who will be performing/exhibiting that day. Also, we want to be sure that there is proper signage acknowledging that they were sponsored by Hubbardston Cultural Council.

It was also noted that there is a training day on October 15 regarding the Open Meeting Law and will be attended by both Bill and Donna.

Lori, our Treasurer, explained in detail our present financial status with both encumbered and unencumbered funds. We also talked about the possibility of re-imbursements or at least partial re-imbursements to grantees before the event/performance takes place to help them fund any supplies needed.

The Caterpillar Lab which was funded in FY2019, will take place at a later date to be determined. We are in contact with the grantee and trying to work out a mutually acceptable date which would still fall under the guidelines of the MCC.

Meeting was adjourned at 8:10.

MINUTES SUBMITTED BY: Donna Shea, Secretary HCC