

Hubbardston Cultural Council Meeting Minutes

08/16/2018

Meeting started at; 6:40pm
Meeting ended at: 8:00pm

Meeting was held at the Senior Center, 7 Main Street, Hubbardston, MA.

Members in attendance:

Lori Engle	- Regular
Sara Lyon	- Regular
Bill Shea	- Regular

Members/Alternated Not in attendance:

Donna Shea	- Regular
Meghan Brown	- Regular
Caitlin Thieme	- Alternate

Common Reference Abbreviations:

HCC: Hubbardston Cultural Council
MCC: Massachusetts Cultural Council

Start of Meeting: Bill opened the meeting at 6:40 and we proceeded to review the agenda items.

Agenda:

Review and acceptance of minutes of previous meeting on July 18th, 2018

Discussion of results of cultural council survey conducted

Work on annual report due to The Massachusetts Cultural Council

Discussion of priorities for selection of FY19 grants based on our survey findings

Discussion of monthly wrap up report requested by Town Administrator

Old Business:

None

New Business:

Agenda Items:

[Review and acceptance of minutes of previous meeting on July 18th, 2018](#)

7/18/2018 Minutes were approved and accepted.

Discussion of results of cultural council survey conducted

There were 137 responses to the HCC Community Input Survey, which is significant, as we were told there were zero responses to the 2015 survey.

We discussed putting the survey results on the HCC FB page. TBD.

We had been hoping to have a town wide email sent out, in hopes of reaching a larger audience, but that did not happen. We understand that recent changes to the town's web-site, with some kinks being worked out, kept this from happening.

We used the results to help us modify the HCC priorities for FY2019. We took a vote and approved out new priorities.

Bill is going to follow up with Lisa at the MCC on our ability to encourage local townspeople to apply for grants.

One thought after this year's activities and the responses we received is to look into piggybacking approved grants with popular events held in town... i.e.... The Hubbardston Fair, Field Day, Memorial Day activates ...

We also know that publicizing each event is key. We will be looking at applications to see if they have an email list to send to or their own website to advertize on. We will continue to use Social Media, the town reader board, press releases, and postings in local establishments.

Grant Applications will be available on September 1st. We will make an announcement on our FB page that the applications are being accepted, along with a link to the application on the MCC website. The new HCC priorities will be listed on the FB page. Lori will update the FB page with this information

Sara is going to contact Ryan, the Town Adminjstrator, with the results of the HCC Input survey.

Note: the grant allocation amounts for cities and towns for FY2019 has not been announced yet. We will be notified on August 29th.

Work on annual report due to The Massachusetts Cultural Council

Tabled for this meeting.

Discussion of priorities for selection of FY19 grants based on our survey findings

See above notes.

Discussion of monthly wrap up report requested by Town Administrator

Ryan, the Town Administrator, has requested an update from all the town boards and their activities. Bill sent along a report recapping what the council has been up to.

Other New Business:

At our next meeting we will discuss roles on the council.

For FY 2019 we will start to account for the expenses incurred for the daily running of the council. In FY2018, individual members absorbed expenses, which we may continue to do, but we want to gather the numbers so we have an idea of costs.

Next Meeting:

November 5th, 2018 at 6:30pm at the Hubbardston Senior Center, 7 Main Street, Hubbardston, MA

Minutes Approved:

August 16th 2018 minutes were approved at the October 2nd 1018 meeting

Minutes respectfully submitted by Lori Engle.

Attachments:

FY2019 HCC Community Priorities