

**HUBBARDSTON CULTURAL COUNCIL**

**MEETING MINUTES**

**November 7, 2019**

**MEETING BEGAN AT: 6:35 PM**

**MEETING ADJOURNED AT: 8:35 PM**

**MEMBERS IN ATTENDANCE: Lori Engle, Treasurer**

**Sara Lyon, Member**

**Sarah McMaster, Member**

**Donna Shea, Secretary**

**Bill Shea, Chairman**

**Peter Walker, Alternate**

**START OF THE MEETING: Bill, our Chairman, opened the meeting at 6:35 and we happily welcomed Peter Walker as an Alternate on the Cultural Council.**

**AGENDA: 1. Approval of minutes of the meeting held on October 10, 2019.**

**2. Introduction of new HCC alternate pending approval at November 4, 2019 Board of Selectman meeting.**

**3. Financial report by treasurer Lori Engle and update on grants program**

**4. Feedback on Open Meeting Law training on October 15, 2019 attended by Bill/Donna.**

**5. Review of all 27 grants submitted to HCC for FY2020.**

**6. Approval and denial of grant applications.**

**7. Ruling by the MCC regarding the acceptance of paper applications for grants.**

**OPEN ISSUES:** The October 10, 2019 Minutes of the Meeting were approved and filed in the town file cabinet.

Council welcomed Peter Walker as a much needed alternate to the HCC.

Lori passed out our financial report to bring us up to date and discussed balancing issues since she has not received any reports from the town since June. This could be due to the many changes in personnel in the past few months. She reiterated that the total grant money we have available is \$5559.

Bill and Donna gave feedback on the Open Meeting Law training session.

Council decided to review the 27 grant applications to narrow the field so we could concentrate on the ones we felt had the best potential. Council expressed its thanks to Lori for the fine job she did in organizing the summary of the grant applications...not an easy task!

We were able to eliminate 12 of the applications leaving us with 15 open for final discussion. We will again have to decide on full or partial funding for some of the grants.

We also discussed the ruling of the MCC to not accept paper applications for grants, only online applications will be accepted. Lori discussed the difficulty for some of applying online and the possibility of a process to accept a paper application and then transferring the information online to help out. It seemed too involved so we tabled this idea for future discussion.

Lastly, Bill and Lori signed three reimbursements for payment to grantees.

Meeting was adjourned at 8:35

**MINUTES SUBMITTED BY:** Donna Shea, Secretary HCC