

**Sheffield Cultural Council Meeting**  
**Monday, January 18, 2021**  
**Zoom meeting**

Present: Marcia Brolli, Gillian Hettinger, Brece Honeycutt, Mary Ellen O'Brien, Paul O'Brien, Amy Rudnick, Hilary Russell, Hester Velmans, and Abby Webster

- The Council convened at 2:00 PM
- We reviewed and approved Covid related requests from grantees that had come in. These requests had come from Music in Common, Exploring Clay, and Shakespeare and Company.
- Amy noted that applicants who were awarded funds for 2020 and did not use the funds could not re-apply for the same program until 2022. However, an applicant that had not yet used its 2020 award could apply for a grant to support a different program.
- Amy also clarified that the Council will accept reasonable, equivalent alterations in programs that have been postponed because of Covid-19.
- The following members will be contacting 2020 grant recipients about Final Reports and other matters:
  - Marcia Brolli: Barbara Beach
  - Paul O'Brien: Kathy Starapoli
  - Amy Rudnick: Music in Common, Shakespeare & Co., Ashley Falls, Mass. Audubon
  - Hilary Russell: Bidwell House Museum, Heather Kowalski
  - Hester Velmans: Greenagers, Will Conklin
- The Commonwealth has awarded Sheffield \$4,900 in granting funding for 2021, a slight increase from 2021. This year we have received more than \$17,000 in grant application
- Ideas for fund raising:
  - ✓ We investigate using an email list available from the town.
  - ✓ Advertise with an article in the *Sheffield Times*.
  - ✓ Host an entertainment event featuring grant volunteer recipients who will, for instance, perform, display art work, or speak.
  - ✓ Continue writing letters.
- Amy and Paul will review finances to determine what funds we may have to add to the Commonwealth's \$4,900. The group will agree to the granting amount at our evaluation meeting prior to reviewing the grants.
- The Council agreed to Amy's assigning each member a few grant applications to present at our application review meeting. As presenters, we will review the details of our assigned applications. Then members will follow the grant process through to the Final Report with any of their applicants who win a grant.
- The group agreed that we will evaluate whether we want to continue with direct granting as opposed to reimbursement granting at the end of the 2021 cycle.
- We will read and evaluate the grant applications in preparation for **next meeting**, which will be at **2/1 at 3:00 PM**.
- Letters informing disapproved applicants are due in the mail by 2/13
- The Council adjourned at 3:30.

Respectfully Submitted,  
Hilary Russell