

SHEFFIELD CULTURAL COMMITTEE MEETING MINUTES

Thursday 9/1/22

The meeting was held in person for the first time since the start of the Covid-19 pandemic.

Present: Amy Rudnick, Paul O'Brien, Bonnie Silvers, Joe Kolodziej, Phyllis Webb, Sally Haver, Jessica Treat, Hester Velmans

Absent: Frances Roth, Gillian Hettinger, Tod MacKenzie

- The Council convened at 5pm. The minutes of June 23 were approved with two amendments: The spelling of Bonnie Silvers's name and the fact that Rene Wood was not at the meeting but was consulted on the question of town matching funds.
- New members Sally Haver, Jessica Treat, Phyllis Webb, and Joe Kolodziej were welcomed and Amy went over member terms (members can serve 2 terms of three years, six consecutive years in all), the Open Meeting law, and setting up a personal profile on the Mass Cultural Council website.
- *Election of officers:* Chair - Amy Rudnick; Treasurer - Paul O'Brien; Secretary - Hester Velmans. Jessica kindly volunteered to act as backup taking minutes if Hester is absent.
- *Treasurer's report:* The 2023 state allocation is \$5,500. With \$1,250 in the bank, current total is \$6,750. Three grantees have not yet claimed their 2022 grants, totalling \$1,050. Councils can choose between direct disbursement and delayed reimbursement; we recently decided to opt for direct disbursement, i.e. to give the money up front.
- Amy will send out press release and appeal letter next week.
- *Timeline—* Call for applications: September 1. Deadline for submissions: October 17. Mass CC gives us access to the applications toward the end of October/beginning of November. We meet again in early December to make our decisions. Denials go out first, so that applicants who were turned down can have 2 weeks to appeal. The grantees are notified in early January.
- There was discussion on whether to advertise the range of dollar amount typically granted.
- *Fundraising:* appeal letter to be sent only to people who have contributed in the past, not to the entire community. We are allowed to hold back 10% for administrative costs to cover postage etc. There is talk of doing a fundraising event in the spring.
- *Town match:* there was general agreement that the town should be asked to contribute financially --- ideally as a 1-1 match, as in other towns, eg. New Marlborough and Monterey. It will have to be passed at the Town Meeting. Bonnie and Amy to follow up with Rene Wood.
- There will be a CC a table at the Sheffield Fair on Sept 10. Members are asked to take a turn manning the table. Amy and Paul will put together a poster featuring past grantees.
- The meeting was adjourned at 6:25pm.

Respectfully submitted,
Hester Velmans