

Fairhaven Cultural Council

June 26, 2024

Present: Nicole Arruda, Jennifer Frasier, Beth Ann Gallagher, Serina Gundersen Thomas,
Katharine White MacPhail
Meeting called to order at 6:30 PM

New member Katharine MacPhail introduced herself and explained why she wanted to join the Cultural Council

Election of officers

Beth Ann Gallagher elected chair
John Walker elected vice chair
Katharine White MacPhail elected secretary
Jen Frasier elected treasurer

Minutes review and approval

No minutes had been posted since July of 2022, resulting in no minutes being posted for the 2023 year or 2024 year. Minutes that had been approved and not posted were May 24, 2023, and November 7, 2023. Minutes that had been written but not approved were from August 9, 2023, and December 14, 2023. Minutes done after the fact were from the meetings of September 20, 2023, January 18th, 2024 and January 31st 2024. Current members had received all of these minutes ahead of the meeting.

All of the minutes were accepted as written by majority vote with one or two abstentions on each.

The minutes will be up to date after Beth Ann submits to the town clerk.

Brief news items

Typically Massachusetts Cultural Council asks local councils to survey the community every year. The chair of the Ashfield Cultural Council (a small town of about 2000) felt that annual surveys were too burdensome. He surveyed the other cultural councils in the state to ask if their communities would like to change the frequency of the town surveys. The results are in, and the majority of cultural councils would rather poll less frequently than annually.

Treasurers Report

The council has heard from all of their grantees (acceptances and W-9 submissions), all of that should be finalized before the end of the fiscal year which is June 30, 2024.

Fairhaven is a direct grant community which means that this council submits the grants to the town and the town pays the grantees directly. Signed by the Treasurer and the Vice Chair and then are submitted to the Select Board. This method is easier for the council and easier for the grantees.

The council does not have a gift fund set up in their name, because they have never received a gift. If the council receives a gift, they can go to the town and ask for a fund to be set up.

The council is a spend down organization, and there is an additional \$404 to spend before the fall. This money can be spent for the council itself to put on a program.

The current council has never submitted an administrative budget to the town. Some previous iterations of the council submitted a proposed expense budget of \$75 annually. If they didn't spend the funds, the money would roll back into general funds to be awarded as grants.

The current council missed the opportunity to budget for administrative expenses for the current term because the annual Town Meeting has been held. If the council needs an administrative budget for the next term, the council will have to prepare a warrant with its request to be voted upon at next year's annual Town Meeting.

Community outreach

In the recent year, most applicants were from out of town; a good percentage were working with organizations based in Fairhaven; and about a half dozen applicants resided in Fairhaven. Priority goes to people and projects connected to Fairhaven.

Outreach ideas

A booth at the Huttleston Market

Newsletter

Increase traffic to existing Facebook page

Instagram

Fairhaven TV, could make videos and graphics

A meeting or training to walk people through the application process

Jen will make a one page flyer for the cultural council, something that could be placed around Fairhaven and given out if we have a Huttleston Market booth.

Regarding social media content, the council members could attend events and post them on facebook, also post about less known pieces and locations around town.

More ideas will be discussed at the next meeting.

Cultural Council Special Project Update

Nicole presented a student art project proposal that would utilize the \$404 remaining funds.

The council would determine which sites around Fairhaven would be available for an installation. The students then propose an installation for a certain space. This would give the students the experience of writing proposals and marketing themselves.

Jen moved to approve the proposal and the proposal was accepted. Nicole will take the lead on this and answer any inquiries. the council will send announcements to Fairhaven Neighborhood News .

Revising cultural council priorities was tabled until the next meeting.

Town survey

Ideas as to how to reach people in the town with the survey: Publish the survey on Facebook, provide a QR code in town hall lobby or on flyers.

Reviewing the survey itself, Jen likes that it is simple and suggested that the order of the questions be rearranged.

44 applications last year, awarded 22. Biggest award last year was \$1300.

Other business

Talk about buying Fairhaven Cultural Council merchandise- shirts, bags, hats etc with the Fairhaven Cultural Council logo on them.

Action items

Jen has been checking the mail and will continue to do so. Jen had heard that some grantees have been mailing things to Town Hall but the mail has not been arriving. She will check with the town hall and Ann to determine where the mail might be going.

Beth Ann will submit approved minutes to the town.

Jen will mock up flyer/handout.

Serina will sign up for the table at the Marketplace.

All members- think about priorities and be ready to discuss next meeting.

Nicole is taking her special project to the next level.

Next meeting date:

July 17, 2024 at 6:30 in the East room

Meeting adjourned 7:58 PM
Respectfully submitted

Katharine White MacPhail, Secretary