

Fairhaven Cultural Council
May 24, 2023, at 6:00 PM
Meeting Minutes

The meeting was held in person at the Town Hall and remotely via Zoom.

- **Call to Order**

In attendance: Michael Luey (Treasurer), Sharon Dorian (Chair), Ron Fortier, Wendy Drumm, Lisa Breese (Secretary), & Alexandra Caine

- **Review of Minutes from November 17, 2022**

Motions moved and passed unanimously 6 (yes)-0 (no) -0 (abstain)

- **Vote on officers**

Chair/co-chair: nomination and vote to appoint Ron Fortier as co-chair 6-0-0 confirmed
Secretary: nomination and vote to appoint Lisa Breese as secretary 6-0-0 confirmed
Treasurer: nomination and vote to appoint Alexandra Caine as treasurer 6-0-0 confirmed
Motions moved and passed unanimously.

*Discussion about responsibilities and meetings and the timeline for them and the process. The committee should have 5 members; with Mike and Sharon leaving, we will be down to 4. Sharon has a google drive and some papers with information, plus it is all on the MCC and Simple Smart site. Lisa will scan and share the documents from Sharon for the committee.
Alex will contact the town to get the social media platforms up and running again in order to share information about what the committee does for possible applicants, for community involvement in the events, and to increase participation and membership.*

- **Review Financial report-Mike Luey**

All grants paid

The \$775.63 balance is explained at the bottom of page 2 of the report.

Shari O'Brien forfeited her \$200

FHS grant asked for an extension but lost the staff member overseeing the advisory project, so they returned the \$500

The \$75 is for reserved administrative expenses

.63 balance from previous years due to the rounding down to the nearest dollar amount from grants

This balance rolls over with MCC grants for next year

- **Review of Council Guidelines**—we may want to review these again after the input from the community (*see below*)

MCC guidelines as listed on the website, plus the 3 local guidelines focusing on

1. 1st-time applicant -Priority will be given to first-time applicants in Fairhaven
2. A clear benefit to the Town of Fairhaven - Successful proposals will demonstrate a clear benefit to Fairhaven residents

3. In or related to the culture of the Town of Fairhaven- Priority will be given to grants for programs or projects that take place in and/or are specifically related to the culture and history of Fairhaven

- **Community Input Survey:**

There is a sample on the MCC website.

We will convert the sample into a Google Form and share it with the committee for edits and revisions. Focusing on funding priorities and getting community input. (Lisa will work on this and share with the committee)

The survey should be due by the August meeting so the committee can review priorities prior to the grant applications opening.

We can use social media to get the survey out (Alex, as noted above, will work on this)

Possibility of the Artists Index creating a podcast to share as well as an article (Ron will look into this)

We can approach the Friends of Millicent Library, a previous recipient of grants to see if they have a database of emails to use to share the survey. (Wendy will work on this)

- **Other Business:**

Discussions about the MCC website information that is available

Town contacts -Sharon provided a list (Lisa will scan and share)

The procedure is clarified for Alex to take over as Treasurer from Mike and when to meet with the town accountant, and how to proceed with the forms.

Possibility of the committee taking some grant money as allowed to host an event to get the word out about what we do, and Wendy will start thinking about ideas for us.

The committee agrees to communicate and update each other on these tasks via email as we work.

- **Communications:** The committee should be on the lookout for communication of future meeting dates and times. Members should also log into the MCC site and make sure SimpleSmart logins work.

- **Meeting notes:** Lisa will email the committee the meeting notes from tonight

- **Adjourn**

6:50 PM

Respectfully submitted,
Lisa Breese, Secretary
May 25, 2023