

Fairhaven Cultural Council
September 17, 2025

Call to Order

A motion to begin the meeting was unanimously accepted at 6:35.
Meeting called to order 6:35 PM

Roll call

Beth Ann Gallagher (Chair), Jen Frasier (Treasurer), Katharine MacPhail (Secretary) Serina Gundersen Thomas (member) and Nicole Arruda (member)
Absent John Walker (vice chair) and Alexandra Mitchell (member)

Minutes review and Approval

Suzan Galpin and Anne Carreiro were spelled incorrectly
A motion to accept the minutes with the spelling corrections was unanimously accepted.

Brief news items

MCC has revised LCC guidelines in July. One revision is that the annual survey is now required every three years rather than annually.
The MCC is going to start holding Regional Cultural Sector Celebrations this fall and spring. Every county in the state is going to have one. Bristol County celebration is going to happen in the spring, the exact date to be announced.
Grants for Creative Individuals opened yesterday. These are practice grants that are not tied to any public benefit obligation. \$5000 for the year that can be used however would support the artist in continuing their practice. Deadline is October 28, 2025 with online applications only.

Chair's report

Beth Ann thanks the members at the meeting for being present to create a quorum. One or two new members would mean that a quorum would go from four to five.
Beth Ann received the request for information for our allocation of funds. Information requested includes the W-9 and Electronic Funds Transfer Form and Contractor Authorized Signatory Listing Form.

Guest Franklin Pierce asked about becoming a member of the Fairhaven Cultural Council and BethAnn explained the process.

Treasurer's report

Jen wrote a press release that went to Fairhaven Neighborhood News and ran in the 9/3 edition and then in a second edition in an edited form.
Jen has an email out to Ron Fortier to ask about the prospective timeline for the rest of the year for his podcasts that received funding.
Jen and Beth Ann spoke with MCC about minors applying for grants. MCC does not have any restrictions on minors applying for a grant. The recommendation from the town is that if a minor is receiving a grant that an adult co-sign for the grant.
Priorities and guidelines were submitted earlier than required.
The FCC has received no more final reports since the last meeting.
Jen has found that fundraising through the pay portal is far more complicated than previously understood for a variety of reasons. The process is still under investigation. For now, donations can be received through checks made out to the Town of Fairhaven with Fairhaven Cultural Council in the memo line.

2025-2026 Local Cultural Council grant cycle update

FCC local guidelines and priorities are live on the website.

MCC have three webinars available to LCCs for training on YouTube: FY26 LCC/TCC Financial Reporting Training, FY26 LCC Guidelines Training for Members and Member Training- Voting Prep Meeting.

There are five submitted grant applications and four drafts in the FCC portal.

Beth Ann checked with MCC about questions on incomplete or unclear applications. The MCC does encourage LCCs to reach out to fill in information rather than disapprove applications for technical reasons. The FCC will reach out to incomplete applications after grants close on October 16.

Before the evaluation of and voting on the grant applications, if there is any kind of relationship at all members need to disclose this to the FCC. A member can be recused or can fill out a form stating that the member can be objective when evaluating their acquaintance's application.

Community Outreach

Beth Ann created a new flyer that will let the public know that the grant applications are open. She will keep track of where the flyers have been posted.

Ten people through Facebook want a grant information session. Alyssa Botelho said that the FCC could hold a zoom session.

A motion to hold a grant writing information session with date to be determined as an administrative task was unanimously accepted. Beth Ann will wait to hear back from members of the public as to when the meeting may take place.

Beth Ann will post links to helpful MCC videos about grant applications on FCC social media.

North Fairhaven Open Air Market may be a possibility on the last Saturday of the month, members will check in with Chris Richard.

BethAnn reached out to the Fairhaven High School culture club about applying for a grant.

Special projects

Beth Ann has been working on revising the FCC's town website page.

Katharine will give a report on public art addition to the zoning by law next month

BethAnn is working with Alyssa Botelho about putting out a newsletter.

Other business

None

To do review

See above

Jen will meet with Anne Carreiro on September 24 and will ask the questions about the W9 and the EFT and the authorized signatory.

Katharine will submit the back minutes up on the website

Set next meeting date

A motion to hold the next meeting on Wednesday, October 15, 2025 was unanimously accepted.

A motion to adjourn the meeting at 7:34 PM was accepted unanimously.

Respectfully submitted,
Katharine MacPhail, Secretary