

**Lancaster Cultural Council Meeting Minutes**  
**Monday, November 6, 2017**  
**Lancaster Thayer Memorial Library Dexter Room**  
**4:00 PM**

**Present:** Denise Hurley, Donna Rosander, Maureen Hardy, Pat Doyle, Kerry Flathers, Michele McDonald, Marie Sullivan and Kathy Foell

Also present: Alix Turner

**Absent:** Jenn Shea-Kettles

**Call to Order:** Meeting called to order at 4:00pm.

**Changes in the Open Meeting Law**

Marie reviewed the changes in remote access and posting of minutes.

**Status of 2017 Grants**

All 2017 grants have been paid out.

Marie Sullivan read communication from Alix Turner. Marie also read her letter of response to the 2017 grant applicant to clarify questions raised about the grant process and requirements.

**Grant Pilot Program**

Marie explained the new pilot program. Grant recipients must return required documents upon receipt of grant approval (within 2 weeks). These include Award Letter with Supplemental Guidelines, Grant Agreement Form, and W-9 Form. Once the applicant agrees to the requirements and returns the forms, the applicant will receive a check (prior to the event). The applicant is required to submit a final report (impact of the program) within two weeks following the completion of the program.

The new Pilot Program addresses the concerns of Alix Turner – clarification of requirements up front and time frame for all required documentation. All Mass Cultural Council Grants for 2018 will be following the new procedures.

**Minutes** from the August 16, 2017 were read to the group. Michelle Macdonald made the motion and Donna Rosander seconded the motion to accept the minutes as read.

**Grant Applications:** We currently have \$4, 996.34 for grants. This sum will be reduced by a Staples receipt for printing.

The Committee reviewed the following 22 grant applications.

**\*\*Denise Hurley** acknowledged that she was the author of the Wachusett Music Series grant. She left the room during the discussion and voting of her grant application.

2018 Grant Applications	Amt. Requested	Yes Votes	No Votes	Approved Amount

2018 Musical Series	\$700.00	8	0	\$100.00
In the Eyes of Another	\$1,000.00	0	8	0
Seven Bridge Student Poetry	\$250.00	8	0	\$200.00
Seven Bridge Memoir Workshop	\$200.00		8	0
She Kills Monster Theatre Prod	\$100.00	0	8	0
Hip Hop Around the World	\$280.00	0	8	0
** Wachusett Music Series Denise Hurley recused herself & left room	\$500.00	0	7	0
Luminosity Henrietta Leavitt	\$325.00	0	8	0
NHS Spring Musical	\$1,000.00	8	0	\$750.00
Coloring Book/Hist of Lancaster	\$1,000.00	0	8	0
K-8 cultural enrichment	\$5,000.00	8	0	\$1,900.00
Cultural / Hist Reflectin 60's-Beatles	\$600.00	0	8	0
83rd Reg Exhibit Art & Craft	\$100.00	8	0	\$100.00
Hamelin's Mag Potter Wheel	\$425.00	0	8	0
Celebration of Song	\$300.00	8	0	\$150.00
2017 Nutcracker	\$4,000.00	0	8	0
WW! Living History Weekend	\$450.00	1	7	0
Express Yourself Songwriting	\$600.00	8	0	\$500.00
Summer Science Fun or Museums to You	\$1,500.00	8	0	\$750.00
Polish Picnic	\$200.00	0	8	0
Nashoba Symphonic Band	\$750.00	8	0	\$500.00
Yoga for Classrooms Training	\$750.00	0	8	0
	\$20,030.00			\$4,950.00

Marie will notify the applicants whose grants will not be funded first. After two weeks, the Grant Award letters will go out with the new documentation that is required to be returned within 2 weeks before providing the check.

Meeting adjourned at 6:00 pm

Kerry Flathers, Secretary