

**Lancaster Cultural Council Meeting Agenda**  
**Monday, December 4, 2017**  
**Thayer Memorial Library, Staff Room**  
**5:00PM**

**Attendees:** Marie Sullivan, Pat Doyle, Denise Hurley, Kathy Foell, Kerry Flathers, Michele Macdonald, Donna Rosander, Maureen Hardy **Absent:** Jenn Shea-Kettles

**Also in the room** Jean Syria

**Meeting Call to Order:** 4:01pm

**Approval of Minutes for November 6, 2017:** Kerry Flathers read the minutes aloud. Minutes of the meeting were approved by six of the seven members. Denise Hurley is not approving the minutes based on her understanding of what should be included in the minutes:

Denise Hurley addressed the issue that the grants were not included in the minutes and did not include that Denise had recused herself. Denise questioned why each applicant's denial or support was not included in the minutes. Denise sent these questions to Lisa Simmons, (Massachusetts Cultural Council Program Manager) in an email, copying Marie. Marie and Denise acknowledged that they were expecting a response from Lisa but had not received one as of the meeting. Marie encouraged the committee to vote on the minutes as written, based on past practice and the committee's understanding that the grant information cannot be shared with the public until after the reconsideration period and the approved grantees have been notified (January). Once we receive clarification from the Program Manager, we would either post the minutes as approved or amend them at the next meeting before posting. Six of the seven members present approved the minutes on that condition (Denise abstained).

**Communications:** Lancaster Historical Society requested grant reconsideration through the Mass Cultural Council process. Their request for reconsideration was denied by Massachusetts Cultural Council.

**Grant Application Reconsideration**

Marie read a letter from Lisa Simmons, Program Manager, Mass Cultural Council to Denise Hurley approving reconsideration of the Wachusett Music Series grant proposal. Denise, author of the grant, recused herself during the reconsideration of the Wachusett Music Series grant. Jean Syria whose name is also included in the grant application was told to leave the room during the grant discussion. She said that she was entitled to stay because of Open Meeting Law, but Marie insisted that she leave the room because of Conflict of Interest and the understanding that the grant applications were not to be made public until January when the process was complete. Marie read the proposal directing the committee to review the application as if for the first time. After review and discussion, committee members voted to not approve funding for the Wachusett Music Series (6 no votes, 0 yes votes,) because it did not provide enough public benefit for our community compared to other proposals we received.

**Finalize Funding Decisions:** All funding decisions remained the same as previously determined.

Timeline – there are 15 days for people to request reconsideration. Marie needs to complete the Annual Report. Under the new grant process, approval letters get sent out in January 2018.

### **Other Business**

Denise contacted Kevin Larivee, Assistant General Counsel at State Ethics Commission regarding conflict of interest. The question was about conflict of interest of council members who submit grants or have a vested interest in the grant - can they be present, discuss or vote on them? Members in question were Marie Sullivan and Michele McDonald. Marie explained that she had never served on the Council On Aging Board; she participates in occasional programs there. Michele serves on the COA Board but the conflict of interest reference was toward a grant written by the Lancaster Community Center Director, Alix Turner for a children's/ family event. It was not written for a Council On Aging program and includes no Council On Aging support.

### **Adjournment 6:10 PM**