

Approved November 1, 2022

Hudson Cultural Council

Minutes

Meeting Date: October 25, 2022

Location: Zoom Meeting
ID# 810 3035 3105

Members Present via Roll Call: Lawrence Fine, Peter Fiske, Lindsay Kelkres, Ellen Kisslinger, Cheryl Lombardo, Patricia Luoto, Doris Monteiro, Debbie Papa, Donna Specian

The meeting was called to order at 7:00 PM by Donna Specian, Co-Chair.

Approval of Minutes:

On a motion by Peter Fiske, seconded by Patricia Luoto, the members voted 9 to 0 by roll call to approve the minutes of the August 23, 2022 council meeting.

Treasurer's report:

Co-Treasurers Cheryl Lombardo and Debbie Papa provided an update on the 2022 FY grants. Mercedes Murphy, who was awarded \$2,000 for grant #FY22-LC-3052 *Hudson Art Fest (HART: Holding Hands and Rising up Through the Arts)*, has returned that amount to the council stating she was unable to go forward with the project. That amount will be put toward the pool of money to be awarded in the 2024 fiscal year grant cycle. To date, Symphony Pro Musica has submitted a grant agreement for \$500 of the \$2000 awarded to them in grant #FY22-LCC-5414 leaving a balance of \$1500. Should SPM wish to sign a grant agreement for that amount, they need to submit it to the council prior to January 13, 2023. Otherwise, the balance would be forfeited and added to the FY24 funds.

Cheryl and Debbie met with Town Treasurer William Weagle to complete the MCC Financial Report due to Mass Cultural Council by October 17, 2022. They reported that \$600 has been set aside for HCC Administration costs, the MCC allocation to Hudson is \$12,900, and the amount to be granted in FY2023 is \$20,697. They reported that the Local Funds of \$3500 was not included in the report as it had not been received prior to submittal. Debbie will check with MCC as to whether the MCC financial report can be amended to include the town-appropriated amount or whether it will need to be held until the next fiscal cycle.

Three of the FY22 grantees who have completed their projects have not submitted final reports: Henry Lappen (completed mid-October), Symphony Pro Musica (completed in May) and Nashoba Symphonic Band (completed in June).

New Business:

Discussion of Grant Modification:

The council received an email from Aileen Sanchez-Himes who had received \$800 for grant #FY22-LCC-2991 *Step into History and Culture*. This performance was to be held as part of the HART Festival on September 17, 2022, which was cancelled. Aileen is requesting that these grant funds be used for the same program to be held in June 2023 for Juneteenth. She is proposing that it be held at the library or Wood Park (pending permit approval). If this is not possible, Aileen would like to know the process to return the funds.

Discussion regarding this modification brought out the fact that the original amount of the grant covered two choreographed performances, a brief history of stepping as well as an interactive introduction to step dancing

with the audience. This was to happen at a town-wide festival with an anticipated attendance of 2500 and would take place in the parking lot near Town Hall. There was a question as to whether the same level of performance would be held at Juneteenth, i.e. two performances, history of stepping and interactive introduction to step dancing. The council felt that the program needs to be comparable, held in a public place with a comparable number of people. There was speculation as to whether it would be a single performance which may actually have a reduced fee and would be performed to a smaller audience. Ellen Kisslinger will contact Aileen as to the specific plans she may have for a Juneteenth program and will report back at our next council meeting.

Upcoming Grant Cycle:

For the upcoming grant cycle, the MCC allocation to Hudson is \$12,900, and the amount to be granted in FY2023 is \$20,697 unless a modification to include the \$3500 from local funds can be made to the financial report submitted. The HCC's 2023FY grant decisions must be submitted to the state by January 17, 2023. Once submitted this will be the final step in the Annual Report. After MCC has received the council's final report, HCC can send the award letters to grantees.

Review Direct Grant Paperwork:

Doris Monteiro led the review on the Grant Agreement form and Grant Award Letter as to how the language presented in each document could be made clearer to the grantees in terms of the documentation that must accompany a final report submitted to the council. After discussion and editing of the FY22 HCC Grant Agreement form, Debbie Papa made a motion to accept the changes as presented with a second made by Lawrence Fine. The members voted 9 to 0 by roll call to approve the motion. Subsequently, after discussion and editing of the FY22 Grant Award Letter, Donna Specian made a motion to accept the changes as presented, with Ellen Kisslinger providing a second. The members voted 9 to 0 by roll call to approve the motion.

Reason for Denial (Smart Simple grant portal):

Doris presented a document that included a screenshot of the MCC portal showing the six line items a council can choose from when denying a grant application. When selecting *Your project did not meet our posted local criteria* in the portal, it is necessary to report which local criterion is not met. The local criteria were listed on the document to assist council members when reviewing this year's grant applications.

Upcoming Meetings

- Tuesday, November 1—grant voting meeting
- Tuesday, November 29—reconsideration meeting

Old Business: None

Miscellaneous Items: None

Adjournment:

A motion to adjourn the meeting was made by Ellen Kisslinger and seconded by Patricia Luoto. The council voted 8 to 0 via a roll call to adjourn the meeting at 8:31 PM. Debbie Papa had left the meeting at 8:28, prior to the vote.

Respectfully submitted,
Doris Monteiro, Secretary