

Approved December 1, 2020

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HUDSON TOWN CLERK

## Hudson Cultural Council Minutes

**Meeting Date:** September 17, 2020

**Location:** Zoom Meeting

ID# 879 5036 3362

**Members Present via roll call:** Dorothy Bagley (entered at 7:40), Peter Fiske, Jane Gordon, Ellen King, Ellen Kisslinger (Ex-Officio), Patricia Luoto, Doris Monteiro (Ex-Officio), Stephanie Plourde-Simard, Donna Specian, Sarah Worrest

**Members Absent:** Jennifer Finn

The meeting was called to order at 7:02 PM by Patricia Luoto, Co-Chair.

Pat noted the resignation of member Bob Olkin effective September 10, 2020. The Council thanks Bob for his service.

On a motion by Jane Gordon, seconded by Ellen King, the Council voted 7-0 by roll call to approve the minutes of the January 2, 2020 council meeting. Note: As ex-officio members, Ellen Kisslinger and Doris Monteiro do not vote on matters before the Council. Dorothy Bagley was not present at the time of the vote.

### **New Business:**

Patricia Luoto reviewed Massachusetts Cultural Council guidelines regarding the pandemic. She noted that councils have been advised to consider reasonable modifications to grantees whose programs have been affected by the MA state of emergency. Pat also shared that due to Covid 19, MCC is not requiring that an annual survey take place during the FY21 grant cycle. She informed the Council that there are new dates for LCC grants. MCC hopes to go live with grant applications to its website on October 1<sup>st</sup> (previously the date was September 1<sup>st</sup>) with a deadline of November 16<sup>th</sup> (previously October 15<sup>th</sup>). The HCC annual report to MCC is now due on February 16<sup>th</sup> rather than on the previous date of January 15<sup>th</sup>. It is important to note that these dates may be altered due to when the Commonwealth of Massachusetts FY2021 budget is finalized. Stephanie Plourde-Simard added that MCC has modified their regulations regarding signing off on reimbursement requests during the pandemic by allowing for one member's signature on the form rather than the normal two.

The next order of business was to review and vote on each program change request received from FY20 grantees.

- On a motion from Peter Fisk, seconded by Sarah Worrest the Council voted 7-0 by roll call to approve that the funds from Grant #35024 awarded to the Discovery Museums for *Free Friday Night Fun* be used for their *Open Door Connection*.
- On a motion from Peter Fiske, seconded by Jane Gordon the Council voted 7-0 by roll call to approve that the funds from Grant #34150 awarded to the Virginia Thurston Healing Garden for *Expressive Arts Therapy Series* be used to modify its in-person program to one that is online.
- On a motion from Stephanie Plourde-Simard, seconded by Ellen King the Council voted 7-0 by roll call to approve that the funds from Grant #38736 awarded to the Claflin Hill Symphony Orchestra for *Family Symphony Matinee Concert: Story Time* be used to cover expenses associated with this program, which was cancelled due to the pandemic.

- On a motion from Peter Fiske, seconded by Jane Gordon the Council voted 7-0 by roll call to approve that the funds from Grant #35027 awarded to the Hudson Public Library Children's Room for *STEM for Tweens with Empow Studios* be used to modify its in-person program to a virtual platform.
- On a motion from Sarah Worrest, seconded by Stephanie Plourde-Simard the Council voted 8-0 by roll call to approve that the funds from Grant #29733 awarded to the Assabet Valley Camera Club for *Still Life Light Painting* be used to modify the program from an in-person to an online program with the same presenter providing a second online program at a later date. Dorothy Bagley was in attendance for this vote.

Sounds of Stow has submitted reimbursement paperwork for Grant #31166. On September 14<sup>th</sup> Pat Luoto emailed the following grantees with information regarding MCC guidelines during the pandemic should there be a need for them to modify their grants: 1) Nashoba Friends of Music's Grant #39142 for *Nashoba Symphonic Band 2019-2020 Season*; 2) Symphony Pro Musica's Grant #36418 for *Symphony Pro Musica 2019-20 Season*; and 3) Assabet Valley Mastersingers's Grant #29439 for *Concert Season 2019-2020*.

HCC Treasurer Stephanie Plourde-Simard mentioned that Audio Journal Inc. has submitted a request for reimbursement for Grant #33490 for *Radio-Active Theatre*. The bill presented does not match the line items in the Budget Overview in the grant. Stephanie will follow up with this grantee for clarification and whether they need to submit a letter of modification for their grant to the Council.

Stephanie provided the Council with an update on FY20 grants that remain outstanding and will follow up with them reminding the grantees that they have until December 12, 2020 to submit either their request for reimbursement or a letter asking for a modification to their original grant. The grants that have not been submitted for reimbursement are: 1) Hudson Public School's Grant #30655 for *Culturally Relevant Portuguese and Spanish Literature for Students* and 2) Sudbury Savoyards's Grant #36581 for *H.M.S. Pinafore*.

Pat Luoto reiterated the timeline for LCC grants with October 1 as the projected opening date and a deadline of November 16<sup>th</sup>. With this in mind there will be a need to send out a press release announcing the Council's funding cycle and priorities. At this time, MCC has not provided the Council with the state allocation. Stephanie will follow up with the Finance Office to confirm the amount that the Town of Hudson will provide for FY21. The press release will go out to area newspapers as soon as HCC is alerted that they have state funds and the LCC grants have gone online. Jane Gordon asked the Council to look at the current funding priorities. After discussion on a motion from Jane Gordon, seconded by Ellen King the Council voted 8 – 0 to change the wording on item #4 under Funding Priorities from ***Under-represented cultural disciplines in the Hudson community*** to ***Under-represented or marginalized communities and disciplines***. Doris Monteiro will make the change on the MCC website prior to the October 1<sup>st</sup> deadline.

Doris will send out a press release soliciting new members to the Hudson Cultural Council. Current members should reach out to individuals, who they think would be good candidates, encouraging them to apply by submitting a Committee/Board Interest Form to the Board of Selectmen. It was noted that the terms of several members will end on December 31, 2020. Jennifer Finn and Sarah Worrest have served two consecutive terms and based on MCC regulations will need to take a leave of absence for one year before re-appointment. Jane Gordon is not seeking re-appointment. Other members who would need to be reappointed for 2021 are: Ellen King, Ellen Kisslinger, Patricia Luoto, Doris Monteiro, and Stephanie Plourde-Simard. Letters will be sent to the Board of Selectmen for their consideration in December 2020.

It was noted that the HCC Treasurer is to meet with the Municipal Fiscal Officer and that she needs to complete Sections 1 and 2 of the MCC Annual Report by October 15<sup>th</sup>.

Under "Miscellaneous Items" Donna Specian mentioned that she has been working on a website for HCC and was willing to share her work to date. A technical issue prohibited the sharing at this Zoom meeting. Stephanie Plourde-Simard, Sarah Worrest and Donna will work as a committee to further develop the website. Jane Gordon will join Stephanie, who has worked on a logo for the Council, to finalize an HCC logo design. These two items will be reviewed and voted on at a future meeting of the Council.

The meeting adjourned at 9:06 PM.

Future Meetings:

**Tuesday, December 8<sup>th</sup>, 2020** - To review grant applications and vote on distribution of FY21 grant money

Respectfully submitted,  
Doris Monteiro, Secretary  
Ex-Officio