

OFFICIAL MEETING NOTICE

TOWN OF SANDWICH

Sandwich Cultural Council

Meeting Location: Virtual Zoom Meeting
Meeting Date: September 15, 2020
Meeting Time: 6:00 PM

Minutes

Attendees: Peter Fondulas, Amy Neill, Anne Sayer, Melinda Gallant, and June Bowser-Barrett
Absent: Christa Danilowicz

Meeting called to order 6:07 PM

>Member Update: Beth Anderson has resigned from the council. Welcome new member June Bowser-Barrett.

>New Business

Discussed New Timeline for FY21 Cycle

1. Tuesday, September 1: New passwords sent to councils and MCC sends revised Accounting form to Town accountants
2. Thursday, October 1: Applications open, grant cycle begins, and LCC priorities due to MCC
3. Saturday, October 31: Sections 1 & 2 of Annual Report should be completed
4. Monday, November 16: Grant cycle closes, applications to LCCs due, and LCC Account Form due
5. Between November 18 and December 1: Panel Books created and sent to councils (you can opt to print your own panel book or use the computer to review applications and hold your voting meeting)
6. Between November and January 2021: Voting Meetings held
7. Tuesday, February 16, 2021: LCC Annual Report due to Mass Cultural Council

We will not learn of our specific funding until November.

>Review of Council Priorities. The council agreed that we should update the language that digital and/or virtual programs are welcomed. Amy Neill will update the new language and will send to the council for approval.

>Secretary's report from May 11, 2020 was approved. With Beth Anderson's resignation we now have a vacancy to fill for Secretary.



>Treasurer's Report and reimbursement update. We have potentially 5 or 6 projects that have not reached out with their reimbursement request. Anne Sayer will get a final number and will meet with Peter Fondulas and Amy Neill to plan to reach out to these applicants.

6 applicants have currently requested an extension because of Covid-19. The town of Sandwich had agreed to partial payments from any grantee that was affected by Covid-19.

Anne Sayer will meet with Kim Crocker from the town of Sandwich after Kim gets the final financial information from the Massachusetts Cultural Council.

>Anne Sayer has been picking up the mail from Diane at Town Hall. Some mail has been delayed the past few weeks due to the mailbox getting moved in the building.

>PR for the 2021 grant cycle.

Amy Neill will write the press release and create fliers. She will share with the council and send to the local press. Peter Fondulas will continue with social media.

Amy Neill will contact Paula Johnson, Executive Director at Sandwich Community TV to see if we can have a feature.

Melinda Gallant has offered to interview Peter Fondulas and Amy Neill for Cape Conversations to help spread the word of the upcoming grant cycle.


>Revisit Skate Park/Public Art project

The council decided to wait until we know what our funding amount will be before we reach out to the town regarding a public art project at the Sandwich Skate Park.

Next Meeting: TBA

Meeting Adjourned: 6:38 PM

Signed: _____



Name (print): Amy Neill, Co-Chair

Date: September 16, 2020

Date & Time Received by Town
Clerk's Office

TOWN CLERK
TOWN OF SANDWICH

SEP 18 2020

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RECEIVED & RECORDED