

## **Shelburne Cultural Council**

### **Minutes November 6, 2019**

Meeting was called to order at 3 pm by Connie Clarke.

#### **Members present:**

Connie Clarke, Chair, Kay Berenson, Secretary, Nancy Eisenstein, Treasurer, Diane Poland, Honor (Sally) Judd, and Kate Whittaker.

#### **Minutes of the last meeting were approved.**

Minutes of previous meeting of September 18 were approved with update to reflect change of grant review meeting to Thursday, Nov.14, because of location conflict with originally planned date of Nov.13.

Connie and Diane reported on their attendance at a Mass Cultural Council area presentation regarding preparation for and responding to events such as mass shooter at cultural events. They indicated that the presentation was geared more to schools or business establishments and was not as helpful as they had hoped.

Connie reviewed the list of 2019 grantees who have not yet submitted paperwork for reimbursement. Deadline for submitting requests for reimbursement is Jan 4, 2020.

Amount available for 2020 grants is \$5000. Council reviewed list of 38 applications received by deadline and members identified potential conflicts of interest and were assigned groups of applications for careful review before next meeting. Connie reminded reviewers to check especially for letters of support from venues indicating that local sponsors are actually aware of and backing the request.

Connie also reviewed council's commitment to prioritize grants benefiting mostly residents of Shelburne and West County.

Council reviewed drafts of accept and decline letters and decided to stick to the simple typography header rather than more elaborate letterhead. Decline letters are expected to be mailed by Dec. 15.

#### **Meeting adjourned at 4:10 pm.**

Minutes by Kay Berenson, Secretary