

MID-CAPE REGIONAL CULTURAL COUNCIL

MINUTES OF MEETING-SEPTEMBER 18, 2012

Barnstable Town Hall

Attending members: Becky Lawrence, Arline Lowenthal, Marlene Weir, Mary Carroll Allen, Corinne Lilie, Elaine Skoler, Janet Preston, Joline Diehl

Absent Members: Patricia Austin

The meeting came to order at 7:03PM. Minutes of the last meeting were read and a Motion was made by Mary and seconded by Joline to accept the Minutes of August 8/ 21/12.

Membership status: Members expressed regret that Councilor Richard Kirk resigned from service due to continuing illness. The Council wishes him well and hopes for his full recovery. Janet Preston's application for appointment will have 1st reading this week for membership. Elaine will continue active recruitment from Yarmouth community sources; one interested person can't make the third Tues. meeting schedule.

Becky informed us that Mass Creative – a newly energized state arts and culture advocacy organization has set 5 goals for its work this year. Its continuing goal is to increase state funding for the Mass Cultural Council. One new goal is 'to work harder to get municipalities to match state grants to local councils'. There is a planning meeting specific to the Cape and Islands set for October. Council members are encouraged to attend.

Arline stated that there is a conflict for the workshops that our LCC has set with the Jewish religious observance of the week surrounding Yom Kippur. In the future, we will take more care to avoid this conflict with the full week not just the single holiday, which falls on a different day each year, according to the lunar calendar.

Grants workshops: Arline reported that the Yarmouthport grant information workshop at the Library may prove to be very helpful due to the response by the Library staff to use the postcards that we provided and a sandwich board in front of the Library to announce the workshop. Becky informed the group that the workshop that Richard Kirk arranged at the Hyannis library will now have to be covered by other Council members due to his resignation. The workshop must be covered from noon to three p.m. on the 24th. Joline and Becky expressed availability and Becky will confirm coverage with the Library.

Treasurer's Report: Mary presented the report and summarized: one more grant reimbursement request has come in, three are outstanding. The grant to Trinity Christian School has still not been verified by documented expenditures. Mary will request needed documentation by letter as her phone requests have not been answered. The LCC account balance shows an increase of \$ 1,898.99 due to interest accumulation from the year 2000. The fact that MA Cultural Council had asked for the separate tracking of interest led to the identification of this sum, according to Becky. This, she explained, is not State funds but interest generated from Town of Barnstable investments. This is very welcome news that will allow our LCC to consider local initiatives beyond grants to benefit our mission. Becky assures the members that there is no time limit on the expenditure of these funds. Motion was made by Arline and seconded by Joline to accept the report and to make recommendation for the disbursement policy for these funds initiated by the Chairman as determined upon advice of the Council.

Grant Council Workshop scheduling and information format was discussed. There was agreement that we would need to gauge the effectiveness of this grassroots marketing approach to reach new applicants after we complete the 7 workshops.

Grant Workshop Logistics: Laptop computers will be needed to access the internet to get the on line application forms. There may be tech assistance needed by applicants. The application is in a pdf ore word format, explained, Becky. Janet contributed that the form for reimbursement is not enterable online. Becky distributed the MCC guidelines and the application for use at the workshops. Becky also gave typical question and answer scenarios to members that may surface at the workshops that she developed to assist us. She also referred us to Grant writing tips on MA Cultural Council Website. Janet asked if we can have a direct link from our MCC website. Becky posts the changes to our website and will determine.

The state FY13 grant that we will have to distribute is: \$8,720 plus any unspent funds from FY12, minus any amount withheld for administrative costs (not to exceed 5% of state grant).

Workshops: Expectations are that we will have from 3-5 applicants at each workshop. Becky distributed extra copies of the Mid Cape Cultural Council fact sheet and other handouts and asked that we determine the access to the local copy machine in the Library venues that we are staffing. Janet asked how to answer questions. Becky will handle them through our gmail account: midcapecouncil2@gmail.com. Materials distributed are available on line. Remind the applicants that this is a competition and last year we had 28 applicants and funded 12 requests.

Conflict of interest: The definition of conflicts that would require members to recuse themselves from rating any specific application was discussed. Examples include: governance, staff, or a financial interest in any non profit/ individual.

Grant Review Evaluation Form Draft; Becky distributed a draft of a grant evaluation form adapted from a template supplied by MA Cultural Council sheet for our review.

Council member reports from the field:

Becky reported on the long Pasture Wildlife Sanctuary Festival. Photos that she took are posted on the MCCC Facebook page.

Marlene reported that in Osterville, The Three Bays Preservation nonprofit organization is holding a Stand Up & Paddle Cape Cod of Osterville, the 2012 "Paddle for the Bays" events to offer all participants — individuals, couples and families — opportunities to learn about and enjoy kayaking and paddle-boarding while exploring the waters of East Bay, Centerville River and beyond. This is an education and recreational event to enrich and promote through education the understanding of the need to preserve our environmental and water shed resources and particularly this watershed and how we must work to protect and improve the three bays through citizen involvement using interpretative science education.

Becky asked if someone would like to volunteer to be the co-administrator of the MCCC Facebook page. All members will be informed as administrators.

A motion was made by Arline and seconded by Janet for adjournment at 8: 13 PM.

Submitted by Marlene Weir

Secretary