

Shelburne Cultural Council

Meeting Minutes for 4 consecutive meetings:

November 16, 30, December 7 & 14, 2021

November 16, 2021 Zoom meeting was called to order at 7:07 p.m. by Connie Clarke, Chair.

Council Members Present: Connie Clarke, Chair; Owen Bragdon, Co-Chair; Jennifer Bauman, Treasurer; Kate Whittaker, Secretary; Linn Bower, Jacqui Goodman, Eben Sorkin, Barbara Watts

The Council unanimously approved, with minor edits, the draft minutes of the November 2 meeting.

New Business:

The Council reviewed MCC eligibility requirements, SCC's 2022 Priorities and the recently updated MCC Grant schedule. Connie then requested that each member express what was personally important to them as they had read through proposals. Connie also summarized the review process, including the need for any member to recuse on any given application. Three members had need for recusal: Eben Sorkin: Arms Library Legos: Wife, Leiha Maldonado, is the Legos club facilitator/instructor; Linn Bower: Charlemont Forum Speaker Series Summer 2022: Husband, Peter Stevens, is a board member of Charlemont Forum; Connie Clarke: The Somatic Imperative: Daughter, Abigail Clarke.

The review process began with each member presenting their assigned applications. Twelve of the 38 applications were reviewed in the time allowed. Motion was approved to continue the review session to the next scheduled meeting, and it was agreed to hold off on minutes until the review process was completed with the Voting Meeting.

Old Business:

Eben's update of SCC's logo design is postponed to the next meeting.

The meeting was suspended due to the late hour and sizable number of remaining presentations in line for review. Minutes will reflect that the review of applications will continue on November 30, at 7 p.m.

The meeting was adjourned at 9:39 p.m.

November 30, 2021 Meeting Minutes

November 30, 2021 Zoom meeting was called to order at 7:05 p.m. by Chair, Connie Clarke.

Council Members Present: Connie Clarke, Chair, Owen Bragdon, Co-Chair, Jennifer Bauman, Treasurer, Kate Whittaker, Secretary, Linn Bower, Jacqui Goodman, Eben Sorkin. Barbara Watts joined the meeting at 8:15. Jennifer departed the meeting, due to time constraint, upon completion of grant review.

Continuing Business:

The applications review process resumed from the previous meeting; again relevant members with immediate family members applying for grants were recused; each was placed in the Zoom Waiting Room until relevant discussion was finished (*see Nov 16th Minutes above). The presentation of all applications was completed and ranked Yes, No or Maybe. Those in the Maybe group require gathering more information by the assigned Council member, the results of which will be taken up next meeting.

Connie suggested discussion and voting be continued at our next meeting tentatively scheduled for December 7; members agreed.

Eben presented multiple designs for the SCC logo and solicited comments/input from members; he will assimilate suggestions proposed and present at the next meeting. We thank Eben, once again, for his professional time and generous spirit.

The review process is now continued to December 7, 7 p.m.

Meeting was adjourned at 9:46 p.m.

December 7, 2021 Meeting Minutes

December 7, 2021 Zoom meeting was called to order at 7:02 p.m. by Chair, Connie Clarke.

Council Members Present: Connie Clarke, Chair, Owen Bragdon, Co-Chair, Jennifer Bauman, Treasurer, Kate Whittaker, Secretary, Linn Bower, Jacqui Goodman, Eben Sorkin, Barbara Watts.

Continuing Business:

The 13 applications placed in the Maybe column at the last meeting were discussed based on updated information. The applications placed in the Denied column were then revisited. It was agreed that the review phase of the process was now complete with 12 applications denied and 26 accepted; award amount decisions will take place at the upcoming Voting Meeting, tentatively scheduled Dec 14.

Connie explained that this year MCC staff will be sending out the denial notices via the applicants' emails; these letters will be sent as soon as the Council records its Voting Meeting decisions.

Connie again reviewed the funds available for FY 2022: In addition to the Town's 2022 allocation of \$5000, another \$2000 has been returned. Members officially approved that a total of \$7000 is available to be awarded to the 26 Approved applications at the Voting meeting.

Owen agreed to continue editing the Approval letter.

Eben presented his latest revised logo designs. Members narrowed the designs to one with recommendations. Eben will create a draft letterhead incorporating the logo.

Connie announced her decision to retire before June 30, 2022, and thus not complete the one full year extension requested by MCC. She stated she did not feel a full year was necessary due to how well Council members stepped up to the challenges presented by MCC's new grant management system (SmartSimple) as well as constraints presented by the COVID pandemic. She did not give an exact date of departure, but assured it would be well after the 2022 grant award season was wrapped up. She thanked everyone for their dedication and willingness.

**The next meeting, Voting Meeting, is scheduled for December 14, 6:30 p.m.
Meeting adjourned at 9:03 p.m.**

December 14, 2021 Meeting Minutes

December 14, 2021 Zoom meeting was called to order at 6:36 p.m. by Chair, Connie Clarke.

Council Members Present: Connie Clarke, Chair, Owen Bragdon, Co-Chair, Jennifer Bauman, Treasurer, Kate Whittaker, Secretary, Linn Bower, Jacqui Goodman, Eben Sorkin, Barbara Watts.

As MCC handled announcements to the denied applicants, discussion focused on the language of the acceptance letter, which will be signed by Owen and Jennifer.

It was noted that the 26 Accepted applicant grant requests exceeded SCC's budget by \$2880. Final votes were taken resulting in unanimous agreement to deny 12 applications and approve the remaining 26. After careful deliberation, total grant disbursement equaled our \$7000 fund.

The 12 Denied decisions were registered on MCC's SmartSimple website, listed as Pending until the 15-day Reconsideration period passes. The 26 Approved applications were also registered as pending, subject to any change as a result of the Reconsideration phase.

It was agreed that the final wording of the award letter could be managed by email.

The Meeting adjourned at 8:54 p.m.

Minutes for Nov 16, Nov 30, Dec 7 & Dec 14 Meetings submitted by Kate Whittaker, Secretary; edited by Connie Clarke, Chair.