

## **Rochester Cultural Council**

1 Constitution Way  
Rochester, MA 02770

July 22, 2021  
Meeting Minutes

Location: Jordan's home on 403 New Bedford Road, Rochester, MA

Attendees: Randall Elgin, Kate Duggan, Sue Kowalski, Jordan Latham

1. Call to order/attendance at 6:34 PM
2. Previous meeting minutes recapped, approval, vote - Kim
3. OLD BUSINESS
  - a. New updates on internet status besides those posted on e-mail - Kate
    - o 35 respondents to date; survey will close 7/31
  - b. Treasurer's Report – Randall
    - o Randall asked Kathy McHenry at Rochester Town Hall for current bank statement; looking to see the status of the 9 checks sent out in February 2021. Still waiting to receive statement.
  - c. Calendar of Grantee events, 2020 rescheduled and 2021 – Randall
    - o Reviewed calendar; now available in the shared Council Google drive
    - o Kate will add upcoming events to the Facebook page
  - d. Grantee status - Sue
    - o Bushel and a Peck - this event did not happen and funds were reallocated to support their Macbeth event
  - e. Survey Committee update - Randall, Kate and Jordan
    - o 35 respondents to date; survey will close 7/31
    - o Kate will repost on local Facebook pages before the survey closes
    - o Kate will produce final report of survey responses
    - o RCC will consider producing a venue list to help applicants find venues to host their programs
  - f. Update on advertising - Kim
    - o Holding in Kim's absence
  - g. Update on 'About Your Council' - Kim
    - o Holding in Kim's absence
  - h. Status of RCC members ethics training
    - o Kate to send her paperwork to Paul Dawson ASAP
4. NEW BUSINESS
  - a. Creation of an RCC meeting calendar for 2021-22 – Sue
    - o Review of the proposed calendar for the rest of 2021 for RCC meetings to be held at the Council on Aging. Dates are 8/18, 9/15, 10/13, 11/10, and 12/8 at 6:30 pm. Accepted by those present; Sue will check with Kim on her preference for meeting timing (5:30, 6, or 6:30 pm)
  - b. Open Meeting Law – agendas posted, minutes filed - Sue
    - o All set for this meeting (7/22/21)
    - o Last meeting's minutes posted (6/17/21)
    - o Paul wants copies of minutes; Sue will let Kim know to copy Paul on final minutes for his records
  - c. Invite from the Buzzards Bay Coalition, Aug 4, 5:30 PM - Sue
    - o RCC was invited to an event, Sue shared the information so that anyone interested could RSVP and attend

## 5. TOPICS FOR DISCUSSION

### a. RCC featuring their own event in 2022 - Sue

- 15% of our RCC allocation can be used by the Council for an event/programming of our choice
  - This works out to ~\$700-\$800 in 2022
  - General agreement that it's easier to participate in existing events rather than conceptualize/plan/execute our own event
  - Sue will ask organizers of the Rochester Country Fair about 2022 plans to see if the RCC could sponsor an event there
- We can also raise funds, but they must be used in a similar fashion to the grants we give out (i.e. For local arts/cultural programming)
  - Possibility of the RCC applying for a National Endowment for the Arts grant, a Mass Humanities grant, or a grant from a local foundation like the Island Foundation or South Coast Community Foundation

### b. Logo idea - Sue

- Hold for now

### c. Online grant submitting seminar for applicants status – Kate

- Kate shared print out of draft slides and will share link with everyone after the meeting
- Ideally this would be a slide deck that could be posted to our town RCC page, RCC Facebook page, and with our council priorities on the RCC's LCC page

## 6. MISCELLANEOUS – open forum to bring up any ideas, comments, etc. from members.

- The 2022 LCC cycle will be 'normal' this year (applications open 9/1, close 10/15)
- July 29 at 6 pm the MCC is hosting a webinar on their new grant management system and website; council members will try to attend
- Next meeting is August 18; we will revisit the council priorities then

Meeting adjourned: 7:36 pm

NEXT MEETING: Wednesday, August 18 @ 6:30 at the Rochester Council on Aging