

## Rochester Cultural Council Meeting

Monday, January 30, 2023

5:00 PM

Joseph H. Plumb Memorial Library, 17 Constitution Way, Rochester, MA 02770

Hybrid meeting: Plumb Library / Zoom

<https://www.google.com/url?q=https://us02web.zoom.us/j/83949372397?pwd%3DTVFZS3QzaXNxS1lKQ2RxZEV2Zm5lZz09&sa=D&source=calendar&usd=2&usg=AOvVaw27TVdVP16i04BVLZuXEuDZ>

### MINUTES

- Call to order @ 5:06 pm
  - Kate Duggan, Chair, Randall Elgin, Treasurer, Erika Rys in person with Kim Amato Secretary, Jordan Pouliot joining via Zoom
- Previous meeting minutes (12/5/22) approved
  - <https://docs.google.com/document/d/1hz4z9egUls5w3FWl6fH5dG4deEYw7kQK/edit?usp=sharing&oid=111724233610480562465&rtpof=true&sd=true>

### Old Business

- Status of 2022 awardee projects:
  - Buzzards Bay Coalition has submitted their final report
  - Rochester Land Trust remains open with one last project due to completed Winter 2023
- 2023 Grant Cycle
  - MCC has posted grantees online; one outstanding grantee Mattapoisett Land Trust
  - Funds in account: \$5835.98
  - Kate & Erika to sign Grant Agreements
  - Randall to submit to Kathy for checks to be cut
  - Kim will draft press release announcing FY23 grantees
- Updating new member Roadmap and all administrative documents (Kate)
  - Kate will draft annual report to Town of Rochester by February 13 with Council to collaborate
  - Council to update their council profile in SmartSimple by August 31
  - Randall to complete the Financial Report (LCC Account Form & Calculating amount available for granting) in SmartSimple by ~October 17

### New Business

- Council voted to approve 2023 Tri-County Music Association's grant modification request
- 2022 report for the Town
- Update on RCC member ethics/COI paperwork; **TABLED**
- 2023 meeting calendar: establish April, August, & November 2023 meetings: **TABLED**
- Record Keeping:
  - Kate/Kim will work with the town to determine a place to keep public records and a way of archiving older materials

### **Miscellaneous and open comments**

- Discussion around next meeting date, hosting social event/set up a booth/capitalize on a town/school event to reach out to new members
- Adjourn @ 6:01 pm
- Next meeting date: TBD late March/April