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By Karen Wilber, Town Clerk's Office at 5:58 pm, Aug 31, 2021



## Northborough Cultural Council

63 Main Street / Town Hall  
Northborough, MA 01532

### **Northborough Cultural Council Meeting Minutes**

**Meeting Date:** Thursday, August 5, 2021

**Time:** 6:00pm to 7:30pm

**Place:** Zoom Meeting Event

**In attendance:** Terry Underwood, Bich Nguyen, Craig Cox, Lori Pandit, Suzanne Cox

**Absent:** Lesley Shore

**Guest:** Jeanine Vitale

**Meeting Start:** 6:11pm

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#### **AGENDA:**

1. *Approval of Minutes from 3/25/11*
  - *Motion: Lori Pandit*
  - *Second: Craig Cox*
  - *Approval: All*
2. *Treasurer's Report*
  - *2020 Grants outstanding = \$950*
  - *Recently paid grants = \$750*
  - *2021 Grants remaining = \$6,815*
3. *Set next Committee Meeting date*
  - *8/20, Conf room B at 6:00pm*
4. *Upcoming Grant Cycle schedule and changes – readout from Craig*
  - *Cycle has begun. New website goes live 8/6.*
  - *Every council member will have a unique login info*
  - *Annual report and finance section will be improved*
  - *We need to publicize the grant cycle [Bich]*
  - *We need to formalize grant guidelines & priorities by 9/1*
  - *Check town website and all links – some are out of date [Bich]*
5. *Planning for Spring CultureFest*
  - *We need a Community input session to determine how the town art project will form*
  - *Invite former council members and key artists around town*
  - *Include new Library director, Luis Cotto, Liz Nolan, art teachers etc.*

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- *We need a branding campaign*
- *Suzanne will draft an invitation for council to review*
- *Payment for the artwork can be in phases to fit the timeline between using this year's funds vs. next year's*

6. *Plans for Applefest*

- *If we want a table, we need to contact Michelle Gillespie*
  - Motion: Suzanne Cox makes a motion to fund the cost of having a table at Applefest*
  - Second: Lori*
  - Approval: All*
- *At this table,*
  - Have a slideshow on laptop running*
  - Do we want an article in the Applefest paper?*
  - Brochures*
  - Display Grant Cycle 2020 and past winners*
  - Fundraise options: create a calendar using Jeanine's photography; town brand merchandising etc.*
    - *Motion: Craig Cox makes a motion to have a committee look at options to sell brand merchandises.*
    - *Second: Lori Pandit*
    - *Approval: All [Selvi, Bich & Lori on the Branding committee]*

7. *Other business as it comes in front of the board*

- *n/a*

*Meeting ended: 7:50pm*

- *Motion: Suzanne Cox*
- *Second: Lori Pandit*
- *Approval: All*