



NEEDHAM CULTURAL COUNCIL

Meeting Agenda -10/22

7:30 PM, October 22, 2018 | Location: Highland Room, Needham Town Hall

Agenda

- Welcome new members and introductions
- Review grant deadlines/timelines
- Update from Chair on Needham Lights
- Discussion regarding NCC and fundraising
- Discussion regarding Rosemary Pool/Parks and Rec Electrical Box Project
- Vote on funding of Electrical Box project at new Rosemary Recreation Complex

Attendees

Kristen Mazzocchi, Chair, Gail Lustig, Sharon Breitbart, Monique Harrington, Elizabeth Cook, Ronald Lowry, Yael Halpern, Cathy Nanda, Elise Miller

First Time Attendees:

Betsy Millane, Anne McCaffrey, Cathy Freedberg

Scribe

Cathy Nanda

Minutes

Welcome new members and introductions

- Kristen welcomed 100% attendance and asked all members to introduce themselves.
- Excited discussion of influx of new members and number of members needed for maximum capacity of the council.
- Discussion of member's terms to date and term limits of 3 years served twice consecutively.

Review grant deadlines/timelines

- Review of MCC website login with password provided on agenda handed out.
- Update on granting amount for 2019 at \$6,417. \$5,500 for this year with additional amount from past granting cycles rolling forward.
- Discussion of guidelines for applications and Needham Cultural Council priorities as posted.
- Review of acceptance and rejection of proposals some red flags to watch out for in

applications for example applying to multiple towns (how do they specifically benefit Needham), projects that have other income sources and are not reliant on NCC grant alone, applications with no anticipated event date. Other guideline questions regarding nonprofit status funding directed to overhead vs. actual artist/artwork.

- The council has been pleased with the increase in quality of applicants and projects.
- Timeline review of grant deadline Oct 15th, MCC Panelbook finished on or before Nov 1, Voting Meeting to be held on Dec 10th. Will vote on disbursement at that meeting. Disapproval letters are sent first with applicant given 30 days to challenge denial decision. Then acceptance letters are awarded.
- Kristin will send a concise email including how to access grant applications. Each council member will present a few that they will do a deeper dive on. This may include calling the applicant with any questions if necessary.
- MCC website also has past years applications for a fuller picture of our granting history.
- Website lists 27 applications for 2019 submitted. This number has increased over last year.
- 2019 will be final year of 2 year pilot program for fund disbursement. It will be out of pilot and in effect for next year. Basically funds are dispersed at approval. Prior to then reimbursement happened after event. Follow up paperwork can be tricky to get either way. Good success rate last year. General agreement that the new process works better.

Update from Chair on Needham Lights and Winter Arts Festival

- Review for new members of the history and scope of Needham Lights from previous years. Review of proposed event schedule which includes other community groups and sponsors, merchant specials, snacks, entertainment, family friendly crafts, and holiday activities including the well known blue tree lighting.
- Review of funding and engagement request presented by Sandy Cincotta and Devorah Bailin from prior meeting on September 12, 2018. Monetary request of \$5,000 and engagement by councilors for fundraising budgetary items event. Also a request for volunteers for event to be held on December 1st.
- Group discussion of what we can do to help. Discussion repeated from last meeting how fundraising can be accomplished.
- Reviewed discussion at last meeting that the timeline is narrow until event for councils meaningful contribution.
- Reviewed MCC policy to allow 15% of total grant allocation for council project. Reviewed decision not to have Needham Lights apply for grant through the MCC application site.
- Discussion of Revolving Lottery Fund account from former Needarts split with New Years Needham. Amount at \$4900 with only one increase in fund income and no other current funding source for it. Discussion of Winter Arts Festival funding coming from that account last year approximately \$200.
- Discussion of history of NCC creating and sponsoring the Winter Arts Festival 3 years ago and that it's length made it eligible for new funding this year. Event to be held on December 8th.
- Discussion of budget and funding for Winter Arts Festival this year with new grant through MCC Festival program at \$500. Discussion of what monetary contribution would be for this year in addition to the grant.

- General agreement that both events are wonderful holiday traditions to continue.

Open floor discussion of funding Needham Lights included councilors recommending funding possibilities in terms of amounts and sources, necessity of written requests to include submission of complete budgets and scope of event and any potential relevant sponsors. Also included was need for longer leadtime to successfully engage in production of event which should be a year in advance. Further discussion of possibility of grant being earmarked for entertainers.

Gail Lustig moved to approve funding from Revolving Lottery Fund to grant \$500 to Needham Lights Event. Motion to include grant potentially earmarked for entertainment and with budget and proposal information submitted for Council records.

Motion approved unanimously.

Discussion regarding Rosemary Pool/Parks and Rec Electrical Box Project

- Presentation of background history of wrapping electrical boxes with artwork in Needham. Background of 2 current boxes wrapped and their locations and the potential for wrapping of 2 new boxes including a site at the new Rosemary Pool Complex.
- General discussion of potential for RFP process, budget size (historically \$1000 per box approximately), partners current and past (revitalization group) potential to include as Needham art walk, possibility of including diversity portion, fundraising potential for project and future boxes all over city.
- General agreement for councilors to move forward with research and initiation phase of Electrical box project.
- Voting not deemed necessary at this point.
- Initial discussion with Patti Carrie for possible future mural at Rosemary Pool Complex.

Adjourn meeting.

Action Items

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- Next meeting is important Funding Voting Meeting on Monday, Dec 10. Kristen to send email prior to meeting with information on accessing applications for council review and presentation.
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