The Groton Local Cultural Council (LCC) held its publicly announced meeting on Thursday, August 31, 2023at the Groton Town Hall in the first floor meeting room. A ZOOM link was also provided. Present in person were members Deb Busser, Nancy Muller, Co-Chair Judith Romatelli, and Co-Chair Harris McWade. Christine Brooks participated remotely via ZOOM. Absent were members Kathleen Phelps and Leslie Lathrop due to travel. Co-Chair Romatelli opened the meeting at 11:05 a.m.

Romatelli stated that the sole purpose of the meeting was to approve the updated Guidelines and Priorities as recently updated by the State of Massachusetts and provide them to the Town of Groton Town Clerk Dawn Dunbar for archives. Language describing the Groton LCC, including the current member roster, has to be reflected in the State’s Grants Management System for online grant applicants seeking funding in FY2024.

**Roster Updates:**

Harris noted that she had updated online all profiles of Groton’s LCC members to reflect correct terms of each, using the Town of Groton website as her source. Since high school student Olive Cote still needs approval by the Groton Select Board, her name is not yet listed. Romatelli said she will notify the Select Board of the need for this action to be taken at its next meeting.

**Guidelines and Priorities:**

A brief discussion ensued about recent updates from the State. Muller noted that the State henceforth allows applications for grants not only from individuals but also for-profit entities as long as the purpose of the grant is for the public good. Harris added that the LCC’s criteria language needs to be more inclusive and also reflective of the State’s language that encompasses the arts, humanities, and the sciences.

Muller questioned why only $7,900 was shown as the allotted sum to Groton when we apparently received approximately $13,000 in FY 23 and awarded $11,176 in grants to applicants. She noted that the State had recently communicated in its online webinar describing its updated Guidelines and Priorities that the new State Budget has a line item for such funding in FY 24 equal to the sum in FY 23. Harris said that she would contact Brais Hanako with this question.

Harris made the motion that the Guidelines and Priorities as provided by the State of Massachusetts in its latest updates be approved by the Groton LCC. Romatelli seconded the motion. The motion passed unanimously.

The group then set about to update language accordingly through the State’s Grants Management System and submitted it during the meeting to comply with the 11:59 p.m. August 31st deadline.

**Upcoming Meeting Agenda:**

Reviewing the timetable from the State pertaining to the FY 24 Grant Cycle, Romatelli noted the upcoming deadline for a report to be prepared by the Groton LCC Treasurer. It was agreed that this entire timetable needs to be discussed at the next meeting. In addition, minutes need to be approved as an agenda item.

Harris noted that the State has recommended in its Guidelines for the third year in a row that all LCCs provide payments to grantees as Direct rather as Reimbursements. Because we need to confer first with Groton’s Municipal Fiscal Officer, namely: the Town Accountant, regarding the logistics of making this switch, the vote by the Groton LCC will be deferred until the next meeting date. In the meantime, Harris said she will follow-up when the Accountant returns from vacation. For FY 24, however, the Groton LCC will continue its disbursements as Reimbursements since that process is already established.

Romatelli said she would supply the meeting agenda to the Town Clerk for the upcoming September 12th meeting beginning at 7:00 p.m. so that it may be publicly posted.

The meeting was adjourned at 11:25 a.m. by Romatelli.

Respectfully submitted,

Nancy Muller, Secretary

September 1, 2023