The Groton Cultural Council (GCC) called to order its scheduled meeting on Tuesday, June 18, 2024 beginning at 6:07 p.m. in a meeting room of the Groton Public Library. Physically present at the Library were Harris McWade, Leslie Lathrop, and Kathleen Phelps. Judy Romatelli and Nancy Muller were present via ZOOM. Absent was student representative Olive Cote. Harris McWade presided.

**Approval of Minutes:** Phelps made the motion, seconded by Romatelli, that minutes of the April 9th meeting be approved. The approval vote was unanimous. Phelps made the motion, seconded by Romatelli, that minutes of the May 8th meeting be approved. Lathrop abstained from voting due to her absence from the May meeting. The May minutes were otherwise approved by unanimous vote.

**Job Descriptions/Roles of Members:** Muller recommended that this agenda item be postponed until September when hopefully new members of the Council have been recruited. Muller added that she had forwarded several weeks earlier the link from the Massachusetts Cultural Council (MCC) website housing language. Romatelli urged all GCC members to retrieve the link and review the information ahead of time.

**Solicitation of New GCC Members:** Muller said that she undertook the follow-up she volunteered to do at the May meeting, i.e., emailing the GCC objectives with a call for new members to 1) Director of Development Catherine Coleman at the Groton Hill Music Center who in turn said she has several individuals in mind and will speak with them about becoming members; 2) Beth Dalal at the Groton Public Library who has not responded; and 3) Rev. Allison Read at the Groton School who in turn sent a faculty-wide email throughout the school. She also made a poster and copies of a flyer that she handed out during the Spring Grotonfest (see attachment). Harris noted that the application is on the Town of Groton website. It is directed to the Select Board, as the GCC is not otherwise involved in the approval process of new prospective members. Romatelli has asked an instructor at Lawrence Academy to consider becoming a member and plans to reach out to teachers at the Groton-Dunstable High School as a means of encouraging more grant proposals for projects benefitting youth. Separately, she offered to print informational postcards that could be distributed in various venues to solicit new GCC members.

**Guidelines for Grant Proposals:** Romatelli stated that the GCC guidelines for grant proposals do not need to be changed, as they were fully reviewed and revised last fall. McWade said that this topic can be tabled because the deadline for changes is not until September. Romatelli said that the Acton Cultural Council has supplied the template that it uses to review proposals and make decisions. She will share that with the GCC members and include Groton Town Clerk, Dawn Dunbar.

**Changing from Reimbursement to Direct Funding:** Phelps said that she has been in touch with Groton’s newly appointed representative at the MCC and in turn spoken to the Town of Groton about the change. She said that the Town is fine with switching from reimbursement to Direct Payment if it is requested by the MCC that we do so. Romatelli commented that we are encouraged by the State to make this change because the GCC is now in the small minority of local councils using the cumbersome reimbursement method. Muller said this change must be made well before grant proposals are prepared and submitted in the fall, as it could impact those who consider applying to the GCC.

**General Discussion of Efforts to Reach Out to Local Schools:** Several ideas and concerns were voiced. The topic was tabled until the September meeting.

**Other:** Lathrop commented that the Carlisle Cultural Council sponsors a music festival. She said this would be a good thing for the GCC to undertake. Destination Groton was mentioned as a possible partner. Romatelli clarified that its $10,000 budget is largely directed towards market research and publicity. Muller said that we need additional members to undertake something like this.

**FY 2024-2025 Meetings:** After a brief discussion, the group concluded that beginning in September all upcoming meetings next year will be held at 7 p.m. on the third Tuesday of every month (excluding summer months) in lieu of the second Wednesday previously agreed to at the April 9th meeting of the GCC. Therefore, the next meeting will be Wednesday, September 17th. Romatelli will reserve a meeting room at the library and notify the Town Clerk.

**Adjournment:** Phelps made the motion, seconded by Romatelli, to adjourn the meeting. McWade ended the meeting upon a unanimous vote at 6:45 p.m.

Respectfully submitted,

Nancy Muller, Secretary

attachment