**Call to Order**

The scheduled meeting of the Groton Cultural Council (GCC) was called to order by Chair Judy Romatelli on Tuesday, August 26, 2025, at 6:00 p.m. at the Groton Public Library. Present were Judy Romatelli, Nancy Muller, Cyndy Davidson, Leslie Lathrop, and Kathleen Phelps. Absent were Harris McWade, Olive Cote, and student representative Haley Traverse.

**Approval of Minutes**

Minutes of the May 2025 meeting were approved unanimously, upon the motion by Romatelli and its second by Phelps.

**Policy Statements**

Those present found no reason to edit the GCC’s policy statements governing grant applications and posted online at the Massachusetts Cultural Council (MCC) website. Following the motion by Muller and seconded by Romatelli, they were approved unanimously. Romatelli emailed our MCC representative to convey our actions in meeting its August 28th deadline.

**Plans for the Informational Session**

As volunteered at the May meeting, Muller researched and produced a spreadsheet of grant recipients from, and/or directly serving, Groton over the past four years to be sent invitations to GCC’s September 15th event in hopes they will reapply and encourage others to apply for grants from the GCC. Romatelli will contact several on the list in hopes of arranging three to speak briefly at the event about the importance of the GCC grant and the nature of their group/individual offering. Lathrop will send them all invitations this week and request a RSVP for help with headcount for beverages and room set up. She will forward this information to Davidson and Muller. Phelps will bring her laptop with a Power Point from Traverse and Cote uploaded in advance. (Those noted on the agenda below are to submit to Traverse and Cote 1-2 slides pertaining to their place on the agenda.)

Lathrop said she will send press releases this week and next to the Groton Herald newspaper regarding the event. Romatelli will post it on the GCC Facebook page. Romatelli will ask Traverse to make and post public posters about the event. Davidson will set out a sandwich board for signage the evening of the event, i.e., to park behind the Groton First Parish House (One Powderhouse Road) and enter its side door. The event will begin at 7:00 p.m. but all GCC members should arrive by 6:00 p.m. to set up chairs, set up the laptop and test the visuals, and set up beverages.

The event agenda will be as follows:

* What is the GCC and how is it funded – Romatelli
* How to apply online through the MCC website – Muller
* How funds are obtained by approved grantees and how reports are submitted afterwards – Phelps
* Past recipients to speak of benefits of the grant – Introduction of past grantees – Cote
* Q&A following all past grantees – Davidson
* Thanks and meeting closure - McWade

**Election of 2025-2026 Officers**

Muller seeks someone to replace her as Secretary, having served in this capacity for three years. She will continue as a member. Discussion followed. Phelps asked each officer to write a brief job description prior to the next meeting in September. Muller said that the GCC needs an individual to handle Publicity/Communications/Social Media on an on-going basis. Lathrop said she is willing and able to perform this function. Elections will take place at the September meeting.

**New Member Recruitment**

At the upcoming Fall Grotonfest in September, members were reminded to solicit others to become members of the GCC.

**Other**

GCC members were reminded to visit or view projects they reviewed respectfully for approval.

**Adjournment**

Following the motion by Lathrop and seconded by Romatelli, the meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Nancy Muller, Secretary