



MEETING MINUTES

April 14th, 2022 7:08 PM | ZOOM (VIRTUAL)

TYPE OF MEETING	Monthly Meeting
FACILITATOR	Jennifer Riley
NOTE TAKER	Brandon Lewis
ATTENDEES	Jennifer Riley, Lisa Malo, Christopher Rich, Nikki Erskine, Silvana Boaheng, Sean Brennan
LATE	Brandon Lewis
GUESTS	Christa Drew, “kai badiuzzaman/nick had”” aityr mhytr”

AGENDA TOPICS

I. APPROVAL OF MINUTES	
CONCLUSION	Approved (March 10th) Approved (March 24th)
Sean Brennan moved to approve, Silvana seconded	

II. PUBLIC QUESTIONS

- A. Krista Drew introduced- grant consultant for NEA grant
- B. Asked question about when the next meeting would be.
- C. Asked about pronouns

III. BUDGET REPORT	
CONCLUSION	Approved
Lisa Malo motioned to approve, Sean Brennan seconded.	

IV. GRANT REIMBURSEMENTS

APP #	Grantee	Amount	Decision	Status	Notes
WAC-67	Historic Crown Hill Neighborhood	\$3104.12	APPROVED	Final	
WAC-83	Samuel Martin	\$2,250	PENDING	Tabled for next month’s meeting	Clerical error on initial form for reimbursement
WAC-87	Solon Kelleher	\$4,300	APPROVED	Final	

V. GRANT AMENDMENTS

- A. Girls Inc
 - 1. Changing theater workshop to music workshop- different from what was originally approved.
 - 2. Approved
- B. Worcester Historical Museum



1. Reallocating salary funding to supplies
2. Approved

VI. NEA GRANT UPDATES

- A. City is currently ramping up its own ARPA fund allocations.
- B. Decision that \$300,000 of city's ARPA funds would go to WAC, specifically for individuals
 1. Does it make sense to have \$200,000 from NEA funds go to individuals as well?
 2. Thoughts: would it make sense to do this for the first year as we are all learning? If we split it up, we would have to pay consultant proportionately from the city's ARPA funds, and NEA funds. Idea to use only NEA funds for current year, grant money to individuals, and save city's ARPA funds for next year. The city is using ARPA funds to assist organizations, so it makes sense for WAC's allocation to go towards individuals, and possibly save NEA funds for future use.
 3. Sean Brennan motioned to use NEA funds that WAC received to focus on individuals- unanimous agreement, motion approved.

VII. SUBCOMMITTEE UPDATES

- A. Marketing: no updates
- B. Strategic Planning: no updates
- C. Events: waiting for Hank from JMAC to confirm dates for grant reception. Lisa brought up concerns for getting together marketing assets- save the dates, invitations, video, presentations, etc. Still no solid updates- will hopefully have more updates early/mid next week.
 1. Question about deobligated MCC funds- can we reallocate that to admin funds after we've already approved on our budget? Pull up to the allowed 5% from deobligated funds to increase admin fund.

VIII. STAFF UPDATES

- A. WAC hoodies- need to approve additional funds of \$100 to cover already spent amount for production and shipping.
- B. Hopefully will have a new council member by the next monthly meeting
- C. 46 of the 2022 grantees have submitted for payments to date!
 1. 11 still need to turn in direct payment forms
- D. Cultural Officer position still open!
- E. Tercentennial weekend- June 10th-12th- worcestertercentennial.com
 1. Greater Worcester Community foundation made \$20,000 in grants available
 2. Jen mentioned that WAC could be in the parade if we wanted
 3. Community input survey- be there with iPads?
- F. Scheduling strategic planning meetings- everyone needs to complete!
 1. Nikki will send out email with dates- Brandon will add to Google Calendar
 2. Dates: June 16, 2022, Sept 29 2022, January 19, 20223, April 20, 2023

IX. #WACFUNDED EVENTS



- A. Thank you to Lisa for adding events to the Google Calendar!
- B. Play Through the Lens of a Child- through the end of the month
- C. Ballet Hispanico
- D. Fun Home
- E. Sat. April 30th- Block Party
- F. With Aloha! (Not technically WAC funded, but MCC funded)

X. STRATEGIC PLANNING MEETING

- A. Review budget sheet
 - 1. Jennifer motioned to approve the FY22 Budget Planning Document submitted by executive committee.
 - 2. Motion passes unanimously, budget is approved.
- B. Discussion about top focus areas
 - 1. Community Engagement
 - a) Attend more grantee events in 2022
 - b) Thank you to Lisa for putting together calendar
 - c) Jennifer proposed that council members should commit to attending 2 events per year
 - d) Discussion about how to create/display calendar showing #WACfunded events- Cultural Coalition already has an event calendar, how can we leverage it?
 - e) Need working group for community input survey
 - f) Sean volunteered to lead the group, Lisa and Silvy will help
 - 2. Creating Better End-to-end grant process
 - a) Need another working group to examine guidelines and applications
 - b) Chris and Brandon will work on this
 - c) Nikki and Jen will reach out to Boston mayor's office to see what they do- is it possible for us to have our own application similarly? can we change our guidelines to better fit? interview all previous applicants to see what could have been done differently? **What caused such a high failure rate?** How many other communities have additional requirements, like the city of Worcester? Evaluating scoring rubric
 - d) Need to keep on radar: grant workshops- get those planned, discussion about sending personalized notes to grantees after events
 - 3. Improving council member's knowledge
 - a) Working to improve the onboarding experience
 - (1) Documents need to be updated
 - (2) Assigning new members a buddy
 - (3) Officers will discuss after meeting
 - b) Council member interest survey- complete

MEETING ADJOURNED AT 8:58PM