



MEETING MINUTES

October 14th, 2021 7:03 PM | ZOOM (VIRTUAL)

TYPE OF MEETING	Monthly Meeting
FACILITATOR	Jennifer Riley
NOTE TAKER	Brandon Lewis
ATTENDEES	Brandon Lewis, Jennifer Riley, Lisa Malo, Chris Rich, Sean Brennan, Nikki Erskine
LATE	
GUESTS	

AGENDA TOPICS

I. APPROVAL OF MINUTES	
CONCLUSION	Approved
Chris Rich motioned to approve, Sean Brennan seconded	

II. BUDGET REPORT	
CONCLUSION	Approved
Brandon Lewis motioned to approve, Sean Brennan seconded.	

III. GRANT REIMBURSEMENTS

APP #	Grantee	Amount	Decision	Status	Notes
WAC-75	Music Worcester	\$2000	Approved	FINAL	
WAC-96	WCLOC Theater Company	\$5000	Approved	FINAL	
WAC-45	Worcester Center for Crafts	\$5000	Approved	FINAL	
WAC-66	Green Hill Neighborhood Association	\$4575	Approved	FINAL	
WAC-03	Aldrich Astronomical Society	\$250	Approved	FINAL	

IV. GRANT AMENDMENTS

- A. Building Futures - Revising line item about purchase of buckets, purchasing other materials instead, Joy of Music Program picking up additional expenses beyond the \$200 budget. Approved!
- B. Joyce Henderson - Gave specific dates for when programs would take place, after postponing 2020 obligation. Approved!
- C. Worcester Historical Museum - Pushing back the date of their Voices of History event to take place by November 20, 2021. Approved!
- D. *Possible future discussion for whether or not to require amendment form for a date change within the same calendar year. Tabled discussion for November meeting*

V. SCHEDULING GRANT REVIEW SESSIONS

- A. MCC announced grant deadline was extended to November 1st- will table this discussion until after the deadline has passed (November meeting)



- B. Plan to start reviewing grants on November 11th
- C. Nikki will put together a spreadsheet- each council member has a tab where they can evaluate applications on given criteria. During meeting, we talk through applications that were reviewed, scores can change based on discussion as necessary

VI. GRANT WRITING WORKSHOP- RECAP

- A. Public questions prompted good discussion!
- B. Some people still had questions- what should recommendation letters be like, etc
- C. We've received positive feedback- people are finding it helpful
- D. For the future, put emphasis on people reading the guidelines in addition to attending/watching workshop
- E. Possibility of changing the title of the event
- F. Would like to keep the virtual format in future years to increase accessibility

VII. WAC FUNDED PROJECT

- A. Need to make decision about whether or not to do a WAC funded project in the upcoming year (Council-led project)
- B. Proposed to table discussion for a further meeting- council members will research projects to propose for the future
- C. For November meeting, will figure out how to split admin budget

VIII. SUBCOMMITTEE UPDATES

- A. Strategic Planning Committee
 - 1. Created a document of timeline of key dates and planning things for clarity
 - a) Will treat as a living document- can edit and adjust as needed
 - b) Continue making comments and suggesting edits, will discuss at our next monthly meeting
- B. Marketing Committee
 - 1. Social media takeovers are going well
 - 2. Sweatshirts- delayed. Lots of supply chain issues, but they are in production!
- C. Events Committee - no updates

IX. STAFF UPDATES

- A. Nikki will follow up with Lisa on marketing and PR things
- B. Posters need to be taken down- Jennifer and Chris volunteered to assist in removal
- C. Invoice from first IG takeover artist- Jennifer needs to sign invoice
- D. Applicant asking to split budget, asking for funding for a project in progress, but would spill over to January- would be able to fund.

X. UPCOMING #WACFUNDED EVENTS

- A. October 23rd- lecture about 1918 pandemic @ Library
- B. Preservation Worcester event
- C. Art in the Park is still up

MEETING ADJOURNED AT 8:27PM