



MEETING MINUTES

Thursday, July 13, 2023 6:02 PM | ZOOM (VIRTUAL)

TYPE OF MEETING	Monthly Meeting
FACILITATOR	Jennifer Riley
NOTE TAKER	Sean Brennan
ATTENDEES	Jennifer Riley, Shantelle Cambell, Fabbian Barracks, Sean Brennan, Chris Rich, Amy Sciannameo, David Filar, Kristen Livoti, Brandon Lewis
LATE	
GUESTS	Kim Mowers (Grant recipient)

AGENDA TOPICS

- I. APPROVAL OF MINUTES**
 - A. Conclusion:** Approved
 - B. Motion to approve + second:** Brandon, Chris

- II. PUBLIC QUESTIONS**
 - A.** Project specific inquiry in respect to the status of their grant amendment which is on the agenda.
 1. Chair reported that all grantees will be notified of the NEA/ARPA deadline extensions to June 30th, 2024.

- III. BUDGET REPORT**
 - A.** Treasurer request that Fabian inquire with the City as to pending check from March has not cleared
 - B. Conclusion:** Approved
 - C. Motion to approve + second:** Sean, Amy

- IV. NEA/ARPA Update**
 - A.** None

- V. Final Report Reviews**
 - A.** Hank Von Hellion (NEA) - Approved

- VI. GRANT AMENDMENT REQUESTS**
 - A.** Guardians of tradition (FY23) - Not Approved; City to inform recipient will need to complete project and submit final project by November 1st, 2023
 - B.** Jammie Louise Glenn - Approved
 - C.** Kimberly Rose Mowers - Approved contingent upon completion by June 30th, 2023



VII. WORKING GROUP UPDATES

A. Marketing

1. Group has developed a plan/schedule for how to finish out the year and promote the events we have sponsored. Facebook and Instagram will be the focus of these efforts.
2. WAC LinkedIn page has also been developed. Will reframe content from other channels to fit with the content seen on LinkedIn.
3. Build a process for how the community can engage with us to help promote their event.
 - a) Potentially develop google form to help facilitate this process
4. Developing a strategy on how to market to the community what we do as a council.
5. Members should send content (photos, videos, quotes) to the marketing Team with context of events they attend
6. Subcommittee members - Amy, Brandon, Shantelle

B. Grant Reception

1. City Manager will not attend
2. Michael Bobbit will not be able to attend; will be sending three staff members instead
3. Mayor has not yet confirmed
4. Discover Central Mass Event needs to be created prior to event; David to complete
5. Invitations were mailed out this week
6. Flyers have been printed; council members are encouraged to help with distribution
7. Email to solicit grantee creative for inclusion in video at reception; Brandon to assist
8. Food order has been placed; 2 hour setup time
9. Swag has been ordered and expected to be delivered tomorrow
10. Photographer awaiting response
11. Entertainment awaiting response
12. Subcommittee Members - David, Sean, Shantelle

C. FY24 Application Process

1. Application to be finalized for next month's review and approval
2. Grant Guidelines to be finalized for next month's review and approval
3. Grant Workshops - will hold two virtual sessions; Jen to coordinate
 - a) Sessions to be recorded and uploaded to our website
4. Subcommittee Members - Brandon, Jen, Chris

D. Community Input Survey

1. Survey has had limited responses due to not having access to constant contact account
2. Marketing Team & Community Input Survey group to coordinate.
3. Kristin to coordinate email blasts and press releases with Brandon.
4. Sean to coordinate weekly giveaways
5. Jen to reach out to Culture Beat



6. Council Members encouraged to pickup and distribute yard signs
7. Council Members encouraged to help promote survey at local cultural events
8. Council Members to help solicit help in promoting on social media
9. Subcommittee Members - Sean, Avae, Kristen

VIII. STAFF UPDATES

- A.** None

IX. UPCOMING #WACFUNDED/CULTURAL EVENTS

- A.** Art in the Park starts June 10th and runs through September 23rd.
- B.** Friday, July 14th and Saturday July 15th – three shows for Worcester Youth Speak Honestly at the BrickBox. Friday at 7pm, Saturday at 2pm and 7pm. FREE but you need to reserve tickets
- C.** Monday, July 17th, Monday July 24th, Wednesday August 16th - The Jim & Val Show Matinee Music Mondays at 2pm at Mechanics Hall
- D.** Tuesday, July 25th at 4pm – Mural Unveiling and Workshop by Christian Bachez; Worcester Public Library Frances Perkins Branch, 470 W Boylston St
- E.** Saturday, July 29th at 5pm – Premiere of *Wortown Rising: The Untold Story of the First Hip-Hop*

MEETING ADJOURNED AT 7:34PM