

## **Harvard Cultural Council**

**March 14, 2021**

### **Meeting Minutes**

Meeting called to order at 6:05 PM by Rich Marcello

**Present:** Rich Marcello, Dave McLellan, Maria Day, Ellen Harasimowicz, Marijke Vallaey

**Observing and supporting role:** Rich Maiore, HCC liaison to the Select Board.

**Absent:** Faith Cross, Erin Lynch, Shannon Kinayman (resigned), Timothy Schmoyer

#### **Membership, officers, and council roles:**

Ellen Harasimowicz recommended Lisa Aciukewicz and Kathryn Costello as possible new members of the Cultural Council.

Faith Cross had previously recommended Kathleen Shields and her husband (retired and about to retire).

Members whose first terms are ending, should contact Julie Doucet to express your intention to continue with second term or not by March 15. Erin Lynch will not take 2<sup>nd</sup> term and has notified Julie Doucet. Maria will do a 2<sup>nd</sup> term and will notify Julie.

New member volunteers must file application by May 1. Select Board votes and appoints new members in a June meeting.

New open positions:

Treasurer

Co-Chair

Secretary: Marijke Vallaey volunteered for this job

Publicity

Job of the secretary is the set up the agenda after getting instructions from the chair, setting up meetings and taking the minutes, and sending documents to town. Marijke Vallaey volunteered to take over the secretary job.

Rich Marcello will continue as chair or co-chair to run the process but because he is involved in the writer's collaborative time might be a problem.

Another co-chair is essential.

Dave walked through some of the job description document.

Dave will continue as treasurer until the end of June, and will train whomever needs to know the job and the history.

#### **Financial report**

FY2020: three grants went unpaid out; the total of \$825 from that year was added to our FY2022 allocation:

FY2021: all grants except one have been paid out. The last remaining grant got an extension to 6/30/2022, and will be completed in May.

FY2022: the state allocated \$5600 to Harvard, to which we added the leftover funds of \$825 from 2020. We awarded 12 grants totaling \$6425. No reimbursement requests have been submitted. We have not yet received the \$\$\$ from the state due to an error in email from the state to town manager (sent to old email address). That has been corrected, contract with state signed and returned, and we should have the money soon.

**New Business:** When will we start meetings in-person?

A solution to satisfy everybody is to have a hybrid meeting: an in-person plus Zoom.

The key for the meetings is having the right quorum.

**Next Meeting:** Next meeting will be in June, it will be an introductory meeting.

**Adjournment:** The meeting was adjourned at approximately 6:42 PM.