

**DOVER CULTURAL COUNCIL  
MINUTES FROM FEBRUARY 3, 2011 MEETING**

**In attendance:** Beth Benjamin (Chair), Wendy Bornstein, Beth DeBor, Jane Johnstone, Rose Mahoney. **Absent:** Sue Sheridan, Erin Gorden

Meeting called to order at 6:37 pm.

**Minutes from 11/16/2010 Meeting**

- W. Bornstein made a motion to approve the minutes from the 11/16/2010 meeting. Motion seconded. The minutes were approved.
- Secretary J. Johnstone to email minutes to Town Clerk.

**Publicity Update**

- Publicity Chairwoman E. Gorden's press release announcing the 2011 DCC grant recipients appeared in the January 27 issue of Hometown Weekly.
- B. Bornstein noted that the DCC has a banner and poster available for grant recipients to use for publicity.
- B. Benjamin observed that the next publicity wave will occur in September. The Massachusetts Cultural Council sends its newsletter out as a prompt. The Council starts to get the word out that it is accepting grants for 2012. Notices are sent to the local papers.
- The Council operates an information table at Dover Days (September 10). Members will take turns manning the table to answer questions.
- Discussion of possibly reaching out to past grant recipients to help ensure that they are familiar with, and follow, the local guidelines for applications.

**Additional Council Business**

- Discussion of potential new members.
- Chair. B. Benjamin's term ends in July and she will become ex officio.
- B. DeBor is leaving the Council.
- B. Benjamin discussed the chair duties: he or she manages the meetings, collects and organizes grant applications as they come in, writes the rejection and acceptance letters. Discussion of possibly splitting up these duties between two people.
- B. Benjamin is writing up a DCC 2011-2012 timeline.

**Motion to adjourn** made by W. Bornstein at 7:08 pm. Motion seconded. All in favor. Date of next meeting to be decided in the fall.

Minutes submitted by Jane Johnstone, Secretary.