

Dover Cultural Council
August 29, 2018
Minutes

A meeting of the Dover Cultural Council was held on Wednesday, August 29, 2018. The meeting was called to order at 7:00 pm.

Members of the Council were present as follows: Lynn Collins, Linda Holiner, Diane Brauer, Kristin Brophy, Sarah Kahoun, Shobha Frey and Wendy Bornstein.

Approval of Minutes

Lynn asked if there were any comments regarding the minutes of the meeting of the Council held on May 29, 2018. There being none, on motion duly made and seconded, the members of the Council:

VOTED: To approve the minutes of the meeting of the Dover Cultural Council held on May 29, 2018.

Annual Election of Officers

Lynn reminded the Council that it is required to annually elect officers for the coming year. After discussion and on motion duly made and seconded, the members of the Council:

VOTED: To elect each of the following members of the Dover Cultural Council to the offices set out below to serve in such capacity for a period of one year or until such time as she resigns from the Council or a successor is otherwise duly appointed:

Chair:	Lynn Toney Collins
Treasurer:	Shobha Frey
Secretary:	Wendy Bornstein

It was noted that Shobha may only remain on the DCC for the next year and we will need to find a new Treasurer next year. In addition, several members will finish their appointments this year and we will need to recruit new members.

Dover Cultural Council Priorities

Lynn noted that any changes to the Council's Priorities must be published on the Massachusetts Cultural Council website by September 1. After a discussion of the proposed clarifications and revisions, the Council:

VOTED: To approve the Dover Cultural Council Priorities and Funding Guidelines substantially as presented to the Council at this meeting.

The updated guidelines will be posted on both the Massachusetts and Dover Cultural Council websites.

FY19 Grant Cycle Preparations

In preparation for the next grant cycle, Kristin confirmed that the grant amount has slightly increased to \$4500 for FY19. She informed the committee that she and Shobha are in process of meeting with the Dover Accountant prior to Sept. 1 to sign appropriate forms as required to allow Shobha to serve as Treasurer. Kristin will be working with Shobha to transition her to this new role.

In addition, Kristin shared that she is in process of completing the required financial forms for the Massachusetts Cultural Council prior to the Oct. 15 deadline.

Publicity for FY19 Grant Cycle

The Council then discussed the various forms of publicity it intends to undertake for the FY19 grant cycle. Lynn noted that an article has been placed in the Dover-Sherborn Press on August 23 and will run again in mid-September. Linda noted that a banner is scheduled to be posted on the lawn at the Town Hall for the 2 weeks beginning on 9/21.

Kristin is going to see if she can find a Master List we had in prior years to send a group email announcing the next grant cycle.

The Committee discussed logistical issues regarding our table at the Dover Days town fair. At the table we will have information about the Grant process as well as copies of a Community Input Survey.

Wendy will publish notifications of the FY19 grant cycle in the Dover Facebook page, Next Door, and the Hometown Weekly. Lynn will send her a copy of the article she put in the paper on Aug. 23.

Next Meetings

Next we scheduled our next meeting dates as follows:

Oct. 29th

Nov. 13

Dec. 4

Dec. 11

Wendy will reserve a meeting room.

Meeting was adjourned at 7:50.

Respectfully submitted by Wendy Bornstein