



Leominster Cultural Council
Tuesday June 7, 2022

This meeting was held in-person at the Leominster Public Library (Third Floor Conference Room), following State and CDC Guidelines.

Meeting called to order at 7:01PM by Public Relations Liaison/Past President Rod Schaffter

Present: Secretary LuAnn Longenecker; Treasurer Bob Wilson; members Nancy King, Kaitlyn Montagna, and Lori Nelson

Absent: President Vicki Briggs; Member Elizabeth Raymond

Public Participation

- There was no public participation at this meeting.

Correspondence

- FY 2022 grant paperwork updates: As of meeting time, there were 29 sets of Grant Agreements/W9s returned, out of 40 grantees for this year. Further, we have received Final Reports for 2 of those grants.
- FY 2022 request for change: On March 29, Sedona Stewart (#3089, "People of the Dawn") e-mailed the LCC to say that the program was not presented at Johnny Appleseed School due to COVID restrictions. Sedona asked about her options (postponing the grant, etc.), and LuAnn responded with some suggestions. As of meeting time, Sedona has not told the LCC how she would like to proceed.
- On March 23, we received a hard-copy thank-you letter from Indian Hill Music for their 2022 grant (#14639, Boys/Girls Club Music Partnership).
- On March 28, LuAnn e-mailed MCC Program Officer Lisa Simmons, inquiring about funds from previous years' grants still in our account due to event cancellations or unsubmitted grantee paperwork (see March 15 Minutes). Lisa responded that we can now release the funds as unencumbered, and the monies will go back into the "general pool" for 2023.
- On March 29, *Sentinel & Enterprise* Reporter Danielle Ray posted her article about the LCC. Lori received a gracious handwritten letter from State Senator John Cronin, along with a laminated copy of the article.
- On April 25, Pamela Hill (#6191, Forge Theater Lab Climate Change Play) e-mailed the LCC to say that their production was cancelled due to lack of submissions; therefore, she would like to return their grant check to go toward general use in 2023.
- On May 6, LuAnn e-mailed the grantees with programs in January-April, asking about the status of their programs and including a Final Report form. Two of the grantees submitted Final Reports, as noted above.
- On May 13, LuAnn e-mailed LCC members about the June 18 Ribbon Cutting Ceremony and Creative Writing presentations at Fitchburg's Abolitionist Park (#6092). LuAnn also e-mailed Lucia Collette and Pamela Hill about submitting their GA and W9 so that the funds can be released.
- On May 31, Timothy Hartigan from MART e-mailed the LCC, asking to meet about a possible relationship between MART and the LCC specifically targeted for low-income residents. LuAnn and Vicki have scheduled a video conference with Timothy for Friday June 10.
- On June 1, LuAnn e-mailed Sally Cragin (#14781, Stratton Players Shakespeare Project) about submitting her GA and W9 for the upcoming production, as this event is now being publicized.

- Just prior to tonight's meeting, Domenic Ciccone e-mailed the LCC to say that he had attended the first Carter Park Thursday Summer Concert (#15291). The LCC was acknowledged on a large banner, and Owen Levine publicly thanked the LCC, whose grant funded approximately ½ of the concert series.

Minutes – March 15, 2022 meeting

- Given that there were no additions or corrections to the Minutes, they were approved as submitted.

Treasurer's Report

• Balance as of March 15, 2022		\$24,020.42	
•	FY-22-LCC-14295	Spreading the Love	\$ 465.00
•	FY-22-LCC-5215	29 th Johnny Appleseed Festival	\$4,930.00
•	FY-22-LCC-16446	St. Bernard's Music Program	\$ 795.00
•	FY-22-LCC-8770	"Much Ado About Nothing" Performance	\$ 165.00
•	31260 (from 2020)	Drumlin Farm Trip	\$ 695.00
•	FY22-LCC-5615	Swan Hope Press 2022	\$ 920.00
•	FY-22-LCC-8579	Leominster Colonial Band Summer Concerts	\$ 735.00
•	FY-22-LCC-8612	Leominster Colonial Band Holiday Concert	\$ 540.00
•	FY-22-LCC-5455	Johnny Appleseed Festival DJ	\$ 540.00
•	FY-22-LCC-6191	Climate Change Play Check Returned	\$540.00
• Balance as of June 7, 2022		\$14,775.42	

Public Relations

- 2021 Community Input Survey -- Rod presented the tabulated results from the survey, conducted at the September Johnny Appleseed Festival (see Attachment). LCC members expressed their thoughts in seeing how Leominsterites felt about Cultural Council-sponsored programs. Per State guidelines, this survey is to be conducted annually, and we agreed that the JA Festival is a good opportunity to do so.
- Carter Park bulletin board – It appears that DPW has weeded and removed dead plants from the flower bed. Rod will update the board to publicize the upcoming Montachusett Chorale Concert and Summer Stroll.
- Johnny Appleseed Festival, September 24 – LuAnn has ordered and donated decorations and crafts projects for the LCC booth. As mentioned above, copies of the Community Input Survey will be available. Further, we agreed to present certificates to the 2022 grantees, as we did last year – about half of the grantees were present, and we felt that it was a good public forum to promote LCC-sponsored programs.
- Update on promotional material – Lori is working with the designer/printer on this. We agreed to keep the content as generic as possible (for example, no member names) so that the rack cards can be used multiple years without re-formatting. Lori will add the LCC's contact information and portions of the Council Priorities as space permits.

Old Business

- Updates on Re-appointments -- Bob, LuAnn, and Vicki have all been re-appointed to and sworn in to a second term ending in 2025. LuAnn has updated the information on SmartSimple.
- Updates on Conflict-of-Interest Training – the following members have updated their COI training (see March 15 Minutes): Bob (3.16.2022), LuAnn (3.28.2022), Nancy (4.5.2022), Vicki (5.5.2022). The only member needing to update their COI training at this time is Elizabeth.
- Review of Priorities for 2023 Grants – LuAnn presented the updated Local Priorities and Local Guidelines as revised at the March 15 meeting (see Attachment). After some discussion, LuAnn moved, and Kaitlyn seconded, to approve the document as submitted; motion carried. This document

will be uploaded to SmartSimple when directed by the MCC, and portions of the document will be included in the Rack Card on which Lori is working, as mentioned previously.

New Business

- All of the New Business fell under the above categories, so there were no additional items at this time.

Our next meeting will be held on Tuesday August 23.

- Since LuAnn will be unable to attend the next meeting, Nancy (Past Secretary) agreed to take those Minutes.
- Bob moved, and Lori seconded, to adjourn the meeting; motion carried. The meeting was adjourned at 7:46pm.

Respectfully submitted,
LuAnn Longenecker, Secretary

