

**Northborough Cultural Council**

63 Main Street / Town Hall
Northborough, MA 01532

Northborough Cultural Council Meeting Minutes - APPROVED

Meeting Date: Thursday, November 02, 2023 - Time: 6:06pm to 7:51pm

Place: Northborough Town Hall Conference Room B

In Attendance: Terry Underwood, Suzanne Cox, Craig Cox, Hannah Chen, Lori Tiron-Pandit, Jen Tolman, Art Giacomarra

Absent: none

Guest: none

AGENDA:**1. Approval of minutes**

Motion to approve minutes of 09.27.2023 and 10.12.2023 by Lori, seconded by Jen, approval all.

2. Set next meeting date (grant review session)

Next two meetings set to ensure we have time on calendar to finish granting process before holiday season.

Next meetings set for Thursday 11.09.2023 at 5:30pm and Thursday 11.30.2023 at 5:30pm.

3. Treasure's report

Craig relayed that he finalized and submitted the NCC 2023 Financial Report to MCC and reviewed the numbers submitted as well as the nuances of the new carryover rules. Craig reviewed our available program budget for 2024 based on the final submission. Additionally, Craig has reached out to the two remaining 2022-2023 grantees to get their submissions.

4. NCC Annual Planning Process**a. Rank projects/programs in order of preference**

Each member listed their top five programs of the list of programs submitted by members. Programs with the most votes were moved forward for vote. The combined budget for these five programs fit within the overall 2024 program budget allocation.

b. Vote on project/programs to allocate people/funds for 2024

Motion by Suzanne to approve the following programs for 2024: PorchFest, Electrical Box Painting, Open Studios, Go Out Doors- Northborough, and Adirondack Chairs on the Common. Seconded by Craig, approval all.

c. Vote on projects/programs to request NAC allocate people/funds for 2024

Submitted programs not approved for funding by NAC for 2024 are to be shared with NAC at their next monthly meeting for both financial and resource support. In addition, approved programs will also be submitted to NAC for resource support and to have a liaison appointed from NAC to ensure collaborations were warranted. Programs may be done as a collaboration between NCC and NAC.

5. Any other business before the board

General discussion about the grant selection process and how to proceed at our next meeting.

Motion to adjourn meeting by Suzanne, seconded by Lori, approval all.