



**Northborough
Cultural Council**
63 Main Street / Town Hall
Northborough, MA 01532

***Northborough Cultural Council Meeting Minutes
Friday, July 25, 2018
Northborough Town Hall, Conference Room C***

Meeting Called to Order: 7:07pm

In attendance: Selvi Oyola, Bich Nguyen, Craig Cox, Scott Nolan, Heidi Knight, Steve Smith

Absent: Lesley Shore, Suzanne Cox

Guest: Lori Pandit

1. Meeting minutes for July 12 approved
2. Treasurer's Report:
 - There is \$850 remaining unpaid for 2017 grants
3. Culture Fest Event Planning:
 - Signage: first priority is getting the half page ad done and submitted to Michelle Gillespie
 - T-Shirts: average cost through Custom Ink is \$11/shirt before the 30% discount. Heidi has a contact (Heather) and will see if her friend can do it if we can buy shirts for ~\$3
 - Logo: all set
 - Need for tables and tents:
 - We have (6) tables (T)
 - We have (6) tents (t)
 - We need:
 - (1) T + (1) t – Ted Lilley
 - (1) T + (4) t – Kids Corner
 - (1) T + (1) t – NCC
 - (1) t – Sound system
 - (1) T + (1) t – Jr Artist
 - We need chairs – everyone bring yours

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- Trash receptacles – Selvi
- Kids' Corner: (2) henna tattoo artists, caricature, apple painting, maybe origami?
- Day-of Coordination:
 - Artists: Suzanne & Steve
 - Food: Lesley & Bich
 - Music: Craig
 - Kids: Heidi & Lori
 - Communication: Lori has walkie-talkies
- 4. Priorities for Grants – some of the verbiage on our current list of priorities are not priorities at all but rather criteria. We need to reword this document so it can be posted for the Grant Cycle.
- 5. Mission Statement – we need to change this to Vision Statement. To do for next time.
- 6. Brochure – Bich made some updates to revamp the brochure. A few edits were suggested. We will complete this later along with the Vision statement.
- 7. Next meeting Wednesday Aug 8 @7pm at Town Hall

Meeting called to adjourn at 9:40pm

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