



## Northborough Cultural Council

63 Main Street / Town Hall  
Northborough, MA 01532

### ***Northborough Cultural Council Meeting Minutes***

***Meeting Date:*** Friday, December 18, 2019

***Time:*** 7:00 pm to 8:30 pm

***Place:*** Northborough Town Hall Offices, Selectman Room

***In attendance:*** Selvi Oyola, Bich Nguyen, Lori Pandit, Suzanne Cox, Craig Cox

***Absent:*** Lesley Shore, Heidi Knight

***Meeting began*** 7:10pm

**1. Approval of minutes**

- 12/3 minutes approved

**2. Treasurer's Report**

- None

**3. Next meeting scheduled:** In 2020, 3<sup>rd</sup> Thursdays of every month @ 7pm or @6pm. Next meeting Jan 16 @7pm.

**4. Grant Cycle:**

- The granted allocation was approved by all 5 attendees

**5. Grantee Reception:**

- We need to work on invitations
  - i. Newspaper articles [Bich]
  - ii. One page invite [Bich]
  - iii. Invitation to Senators [Selvi]
  - iv. Approval email with grantee reception portion [Lori]. Include W9, cover letter for reimbursement form and invitation for 2/27 reception
- Selvi & Craig to submit town annual report before Christmas
- We will hear back from MCC as to when we can send out congratulation letters 1<sup>st</sup> to mid Jan.

**6. Other Business:**

- None

***Meeting called to adjourn*** 8:00pm

**Email:** [cultural@town.northborough.ma.us](mailto:cultural@town.northborough.ma.us)

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