



Northborough Cultural Council

63 Main Street / Town Hall
Northborough, MA 01532

Northborough Cultural Council Meeting Minutes

Meeting Date: Friday, July 31, 2020

Time: 5:30pm to 6:30pm

Place: Zoom Meeting Event

In attendance: Selvi Oyola, Bich Nguyen, Craig Cox, Suzanne Cox, Terry Underwood, Lori Pandit, Heidi Knight

Absent: Lesley Shore

Host: John Sabatini

Meeting called to order: 5:34pm

Join via Zoom:

Meeting URL: <https://town-northborough-ma-us.zoom.us/j/84212219986>

Meeting ID: 842 1221 9986

Password: 384001

Join by Telephone:

Telephone Number: 1 646 876 9923

Meeting ID: 842 1221 9986

Password: 384001

To View or Listen:

Live stream of this meeting may do so by going to "Northborough Remote Meetings" on YouTube via the following link: https://www.youtube.com/channel/UCRdBrw3HeEAMB_KFKasrgXA

About Remote Meetings:

- *This Open Meeting of Northborough Cultural Council is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the "COVID-19 Virus."*
- *In order to mitigate the transmission of the COVID-19 Virus, the Town of Northborough has been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor's Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible physical location.*
- *All members of the Northborough Cultural Council are allowed and encouraged to participate remotely.*
- *The Order allows Northborough Cultural Council to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting.*

- *The public is encouraged to follow along using the posted agenda, unless the Chair notes otherwise.*
 - *Ensuring public access does not ensure public participation unless such participation is required by law. This meeting will not be featuring public comments.*
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AGENDA:

1. *Approval of Minutes from 7/14/20*
 - *Motion: Lori Pandit*
 - *Second: Selvi*
 - *Approval: All*
2. *Update on Grant Reimbursement Requests*
 - *We have no updates at this time*
3. *Update on Grant Modification/Extension Requests*
 - *We emailed everyone with the new grant modification guidelines*
 - *John Root requested extension to Sept 8, 2021 for Song Birds of the Northeast at Beaumont*
4. *Community Input Survey*
 - *Bich & Selvi will work on a new survey and look to post online on FB, Town Website, MCAT You Tube or email to our friends & neighbors since we can't pass out physical surveys*
 - *Target a preliminary version by next meeting*
5. *Review and update priorities for FY21 Grant Cycle prior to September 1, 2020 MCC deadline.*
 - *Luis Cotto, MCC – new dates for FY21 Grant Cycle*
 - *Need to post the process on our website before the new date of Oct 1*
 - *Merge Priorities which we re-did last year plus new COVID guidelines to come up with a new set of criteria to post*
 - *May need to revisit 2x: once to merge & another to include survey results*
 - *Subcommittee to work on it in advance and all members to review existing documentation to discuss*
 - i. Motion: Suzanne Cox – motion to review existing priorities and amend as needed in preparation of the upcoming Grant Cycle. Committee members: Craig, Selvi & Terry*
 - ii. Second: Bich Nguyen*
 - iii. Approval: All*
6. *Third Annual CultureFest*
 - *Kathy Dalglish – NCAT is available but limited. Distancing can be maintained as those who do the recording are in another booth*
 - *Option A: Extension - Spring Festival*
 - *Option B: Modification - Unique scaled down version virtually this Fall*
 - *Option C: Cancel it which means we will lose this year's grant and ask for another one FY21*
 - *Thoughts from council members:*
 - i. We don't want to over burden ourselves*

- ii. *Uncouple from AppleFest*
- iii. *Virtual event artists should be compensated as per MCC guidelines*
- iv. *How do we balance our own efforts (making it easier for us) while supporting the artists and try to create an event this Fall?*
- v. *If virtual, artists can do their own videos or come into the NCAT studio*
- vi. *Some concerns around the technical aspects of putting together a virtual event*
- vii. *Consider it as a “preview” of the actual event advertising*
- viii. *Need to think about social distancing inside the studio*

- *Motion: Suzanne Cox – makes a motion to create a subcommittee to look into possibility of creating a Virtual Festival that is not in exclusion of a Spring event. Members are Terry, Craig, Bich, Lori*
- *Second: Terry*
- *Approval: All*

- *Motion: Selvi Oyola - to modify the format of CultureFest to be in a virtual setting on a date independent of Applefest weekend*
- *Second: Suzanne*
- *Approval: All except Suzanne who abstains*

7. *Update on new member interest/acquisition*

- *Selvi, Lori and Suzanne met to discuss write-up on call for volunteers for our council and where these write-ups should go*
- *Draft will be sent out soon – for next agenda item*

8. *NCC Internal Calendar*

- *Terry created Google calendar for the council to help us when working around an event (i.e. Grantee Reception)*
- *Any concerns about content that should be made public?*
- *Keep items to tasks that have been discussed at our meetings and not something that should be on the town calendar*
- *Keep this calendar to management of tasks*

9. *Reports by council members*

- *None*

10. *Other business as it comes in front of the board*

- *Craig: Do we need to tell Applefest committee that we are not participating? Selvi will text Michelle Gillespie & Laura Ziton and the First Union Church of our intention*
- *For next meeting, each subcommittee to report out on:*
 - i. *Survey*
 - ii. *Grant Cycle Priorities*
 - iii. *Virtual Festival*
 - iv. *New Member Acquisition*

~~11. *Public Comment*~~

Meeting adjourned: 7:00 pm