



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

Northborough Cultural Council Meeting Agenda

Meeting Date: Thursday, June 27, 2019

Time: 7:00 pm to 8:30 pm

Place: Northborough Town Hall Offices, Conference Room C

Meeting Agenda:

1. Approval of Pending Minutes
2. Treasurer's Report:
 - Reimbursement updates
 - Culture Fest Budget Updates with a report from Selvi from Mina Kim regarding cancellation and rescheduling logistics.
3. Setting the date for the next meeting
4. Election of officers: Secretary, Treasurer, Chair
5. Continue Planning of Second Annual Culture Fest and Report Updates on:
 - **Budget:** Craig will provide an update
 - **Event Program:** Work on determining the schedule for performers: Crow's Pasture, Stefila Stone, Fabiola, Mavi Dance. Make a final decision on TBA band and Scottish Fiddlers. Agreement updates
 - **Artists:** Update from Suzanne
 - **Volunteers:** Call for volunteers are submitted to HS One Call and also online groups.
 - **Stage:** We will use Ed Harlow's stage
 - **Sound:** Craig and Andrew are working on sound. Andrew agreed to a later finish time.
 - **Community Groups Invitations:** The following community groups have been invited to participate: Junior Women's Club, Community Affairs, Town Common, Northborough Historical Society, Northborough Library, Northborough Trails, Garden Club, Art Guild. Any other suggestions? Businessness? Soular Jazz?
 - **Sculpture:** Suzanne and Steve are collaborating
 - **T-shirts:** Bich will report on how much it would be to get extra t-shirts
 - **Signage:** Review signage needs and available budget

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- **Food:** Update on Craig's Neighbor, 291 Cafe, and Trombetta's
- **Publicity materials:** Brochures, Social Media Updates, local publications
- **Kid's Corner:** Follow up on library participation and schedule for the da
- **Food Trucks:** Report any info from Michelle G.
- **Location Logistics:** Review and finalize planning for layout
- **NCC Culture Fest Publicity:** Report on publicity efforts and discuss needs
- **Event Speakers/Presenters:** TBD
- **Other:** Discuss other event materials, supplies, tents, decorations and day-of event planning, schedule

6. Community Stage: We would like to coordinate an effort to have a shared community stage

7. MCC's New Grant Reimbursement Pilot Program Review

5. Other business as it comes in front of the board.

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