



Northborough Cultural Council

63 Main Street / Town Hall
Northborough, MA 01532

Northborough Cultural Council Meeting Minutes

Meeting Date: Thursday, Sept 24, 2020

Time: 7:00pm to 9:00pm

Place: Zoom Meeting Event

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

Absent: n/a

Guest: Julianne Hirsh

Host: John Sabatini

Meeting Start: 7:10pm

Join via Zoom:

Meeting URL: <https://town-northborough-ma-us.zoom.us/j/85301841245>

Meeting ID: 853 0184 1245

Password: 515977

Join by Telephone:

Telephone Number: 1 646 876 9923

Meeting ID: 853 0184 1245

Password: 515977

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 9/3/20*
 - *Motion: Lesley Shore*
 - *Second: Craig Cox*
 - *Approval: All*
2. *Treasurer's Report*
 - *Northborough Area Community Chorus' reimbursement was paid*
 - *Lisa Hayden & Ed Harlow's Soular Jazz Festival will be submitting their grant reimbursement request*
 - *~30-35% have submitted for their grants*
 - *Selvi and Craig will meet with Jason Little to see how much money we have which will drive the 2021 grant cycle*
 - *Scott Jameson "Imagine Your Story" Library event moved to Summer June 18, 2021 – approved by subcommittee*
 - *Ed the Wizard "Fairy Wing and Dragon Balloon Twisting" Library event moved to Summer 2021 – approved by subcommittee*
3. *Set next Committee Meeting date*
 - *Oct 8 & 22, 7pm*
4. *Virtual CultureFest*
 - *Application submission process – review & discuss*
 - Some concerns around if submissions are too long for us to manage. Thus far we only have max 3 songs per musician.*
 - Discussed if artist submissions should be limited – right now no limit needed*
 - There are 2 parallel tracks in our process:*
 - Respond to submitters and provide them drop box instruction*
 - Small committees to review which ones go into the 90 min show*
 - *Create tracking chart for incoming submissions – who can do this?*
 - Suzanne created a file collecting all submissions thus far – it's on the Share Drive*
 - 4 visual artists; 7 musical artists*
 - Drop box mechanism has been tested but not yet sent to submitters*
 - *Direct contacts of musical performers – Lesley & Craig*
 - Lesley sent email to Stefilia Stone and Mr. Daquil's TBD band or school band*
 - Craig has been spreading the word and there is interest out there – looking forward to seeing more submissions soon*
 - *Direct contacts of dancers – Lori & Selvi*
 - Suzanne sent out an email to artist guilds:*
 - *Marlborough Arts Center*

- Hudson Arts Alliance
 - Arts in Common Westborough
 - Artist Guild of Shrewsbury
 - Southborough Cultural Arts Center
 - ii. *Maybe we can have artists pass around an “apple” in each person’s Zoom screen*
 - *Other team member updates*
 - *Review “air” dates Nov 6, 7, 8 at 7:00pm – 8:30pm*
 - i. *Dates are good with NCAT*
 - ii. *We need to put together a one pager article to announce our upcoming Televised event*
 - iii. *Bich will send the text and Suzanne/Lori will dress it up*
 - *Motion: Suzanne makes a motion - as sufficient amount of submissions are received, form small groups to review and select qualifying performances for the 90 minute program*
 - *Second: Lesley Shore*
 - *Approval: All*
5. *2021 Grant Application Process*
- *NCC Priorities Subcommittee Share updated priorities – Terry, Selvi & Craig*
 - *Discuss timeline and application process for grantees*
 - i. *Council priorities due 10/1*
 - ii. *Grant cycle closes 11/16*
 - iii. *No grant money has been distributed to LCCs yet, so we will be taking applications without knowing our total grant amount*
 - iv. *Selvi will reach out to our previous Program Manager to ask about MCC plans*
 - *Publicity for Grant Cycle*
 - i. *Suzanne to review the 2019 Press Release and update the brand, dates and QR code if needed*
6. *Community Input Survey – Subcommittee Readout – Bich & Selvi*
- *Readout of final results – Bich*
 - i. *Craig mentioned there were some questions within the survey that we should reply to. He will take a shot at doing that.*
7. *Other business as it comes in front of the board*
- *None*
8. *Future agenda*
- *Festival updates*

Meeting End: 8:25 pm

- *Motion: Lesley Shore*
- *Second: Suzanne Cox*
- *Approval: All*