

Berkley Cultural Council August 12, 2024 Meeting Minutes

1. Meeting called to order at 6:13pm. In attendance –Kelley Larabee, Carla Lyman, Arlene Medeiros, Jeanne Russo, Susan Barrett. Absent: Stephanie Malloch, Angela Chang. No guests in attendance.

2. Minutes of 7.15.24 distributed by email. Motion to accept by Arlene Medeiros, second by Carla Lyman. All in favor. **Note Susan Barrett cannot vote on matters tonight as reappointment is still pending.

3. Treasurer's Report from Arlene Medeiros:

- Balance of state funds \$6224.47, non-state \$4723.68
- We have used all BCC program funds of \$1360. Stephanie's reimbursement split \$80.75 from program funds and \$119.25 from non-state funds.

**motion to take #5 out of order by Carla, second by Arlene, all in favor.

5. Membership discussion from Kelley Larabee.

- Spoke with Heather, Angela and Susan need to be reappointed – on agenda for Selectmen's meeting on Wednesday 8.14.24
- Note Susan Barrett therefore did not vote on any matter tonight, pending reappointment
- Town will apply Safe Harbor to extend Susan through 2026, Angela through 2027.
- Angela and Susan will need to see Heather to be sworn in at some point before next council meeting.

4. Discussion on venue change from Jayna Wilson, Rock the Fight to End CHD. They were unable to keep Chamberlain as the venue, and so will be held at Comfort Zone restaurant in Somerset. Scaled back a little, still aiming to raise \$3000. Our grant will still cover entertainment. Motion by Jeanne to approve venue change, second by Carla, all in favor.

6. 2024 Concert series update and discussion

- Last concert attendance was low, around 35 attendees. We will have to keep in mind when choosing next year's dates – perhaps a busy vacation week? Too close to previous concert? Weather too hot?
- Arlene suggests we have musician announce what vendors are present and available.
- This week's concert food vendors include Cupcake vendor, County Fair hot dogs, Pop's Pizza. Kevin and Tom musicians. Kelley will check if tent or extension cords are needed.
- MA sign language interpreter site that Kelley had applied to replied that do not provide interpreters for concerts?!? Provided a list of possible private people, Kelley went through list and contacted about a dozen people. Only 1 person replied, was available and would send a quote for services but has not as of tonight.
- Council has spent \$1523.25; grant was for \$2500. Therefore, balance of \$976.75 to spend. Two banners will cost around \$350, Kelley will check as to whether we can include the cost of the signs at \$506 – although ordered before July 1, were to advertise all concerts, 4 of which being after July 1. Jeanne to order 200 more promotional shopping bags for September concert and Farmers Market.
- Jeanne suggests adding questions to our community survey if having food vendors and Farmers Market are a draw? What sort of vendors would people like to see? How are people hearing of concerts?
- Possibly add Melanie Aroujo vendor at Farmers Market? Kelley also reached out to a local farm stand to see if would be interested.

7. Correspondence and unanticipated topics/discussion:

- Received an application for reimbursement via Council email, Kelley forwarded to Arlene.
- Arlene reviews MA Cultural Council email from 7.24 with new guidelines: recommend all grants be at least \$200; food is now fundable; August 31st is deadline to update local guidelines and priorities.

- Council reviews our guidelines and priorities, updated last year, and approves as is with an updated application due date of Oct. 16th. Arlene motions to accept, Carla second, all in favor.
- Arlene created and printed beautiful grant cycle ads for this year. Distributed to members to post.

7. Meeting adjourned at 7:14pm as motioned by Arlene, seconded by Carla, all in favor. Next meeting date: Monday September 9, 2024, 6pm.