

## **Berkley Cultural Council Sept. 9, 2024 Meeting Minutes**

1. Meeting called to order at 6:06pm. In attendance –Kelley Larabee, Carla Lyman, Arlene Medeiros, Jeanne Russo, Stephanie Malloch, Angela Chang, Susan Barrett. No guests in attendance.
2. Minutes of 8.12.24 distributed by email. 2 typos noted by Kelley. Motion to accept with corrections is made by Arlene Medeiros, second by Angela Chang. All in favor.
3. Treasurer's Report from Arlene Medeiros:
  - Received 3 requests for reimbursement: BPL for Animal World, Ed the Wizard; New Bedford Festival
  - Current balance is \$8791.45: State = \$4464.47 and Non-state = \$4326.98
  - Notified that our FY25 allotment will be \$7000

Kelley reports that our grant application for summer concert series to Mass Cultural Council was denied 😞 Appears because we kept the 10% of FY funds to help pay for the concert series triggered that we had received a grant recently. It doesn't seem like there is any sort of appeals process. We received about \$700 in donations, plus \$1360 kept, so budget-wise we are still ok. However, the MA CC Festival Grant does not seem like a viable option for us. Next year we will try to obtain more in the way of donations and be self-sufficient!

4. 2024 Concert series update and discussion
  - Last concert is this Thursday, Sept. 12<sup>th</sup>. Hot dog lady is coming to this one as last concert was cancelled due to outlandish weather.
  - Stephanie has confirmed Fernandes, Cave Rock alpacas, Debbie Joyce, Brilliant Dahlias, Under the Sun, Mental Health plants, candle person, oil person, Antonio with produce. A few cancellations, unfortunately. Still waiting to hear from Stargazer Farm. Also reached out to Golden Tulip Farm (corn), Berkley Garden Club (plants), will also try Ashley's Greenhouse (plants). Food vendors in addition to hot dog girl include cupcake truck, Pop's Pizza, Katy's Kitchen, and 1 other possibility with fruit cups, candy, etc.
  - Signs for next year: make print larger! Remove or make very small in corner our logo, have separate sign on common for sponsors, consider larger boards.
  - Angela has worked on the community survey and reviews with council, a few additional questions are included. Jeanne will print some to have on hand at concert.
  - In addition to community survey, Angela will bring copies of grant award flyer and Arlene will bring grant application papers.
  - Planning for next year: tentative dates are 3<sup>rd</sup> Thursday of each month June through September: 6/19, 7/13, 8/21, 9/18. Farmers markets at July and September concerts – but perhaps Celebrations committee would like to oversee farmers markets for June and August? Kelley will reach out to them.
  - Stephanie needs more help!!! Perhaps divide into committee work, eg Farmers Market committee, Musicians committee, Marketing, Food Vendors etc.
  - Have donation jars at concerts? Have some fundraisers? Sign-making fundraiser was a decent success, perhaps a holiday version in November? Kelley will reach out to.
  - Stephanie will send tentative dates to Tim Brown for 1<sup>st</sup> choice, Kevin Hamblett 2<sup>nd</sup>, Emily Narwocki 3<sup>rd</sup>, maybe Melanie Grant?
  - Jeanne is to ask Highway Dept. for extra trash barrels for Thursday.
5. 2025 Grant Cycle Discussion
  - Kelley posted to our site and will share via social media, email school principals
  - Applications close on Wed. 10/16
  - Plan council review meeting for Oct. 28<sup>th</sup>; voting meeting for Nov. 4<sup>th</sup>

6. Correspondence and unanticipated topics/discussion:

- Arlene reports that as per email received from the MA CC our annual report is due in December
- Per Kelley no new emails other than one from Jen Francisco inquiring as to whether we will be holding Chalk It Up event at Berkley Community School this fall – council decides to skip this year and try for next year

7. Meeting adjourned at 7:30pm as motioned by Stephanie, seconded by Arlene, all in favor. Next meeting date: Monday October 28, 2024, 6pm.