

Mid-Cape Cultural Council
Wednesday, November 17th, 2015 – 5:30pm
Growth Management Development CR, 3rd Floor
Meeting Minutes

Present: Marlene Weir, Beth Higgins, Jeanmarie O'Clair, Rachel Youngling, Becky Lawrence, Suzanne Finney, Joel Chaison, Barbara Adams, Elise McMullin

Welcome to new and prospective members of the Mid-Cape Cultural Council...

- **Marilyn Heberling** – representing Yarmouth with significant Theatre experience and the owner of a clothing shop, called *Directions* (see: <http://directionsclothing.weebly.com/>).
- **Kim Rumberger** is a prospective new member, pending her interview with the Town Council Appointments Committee and subsequent vote by Barnstable Town Council. Kim will bring important Technology experience combined with Fine Art. Kim has her own Metal and Clay Jewelry business (see: <http://metalandbeads.com/p/classes>).
- **Georgia Kreth**, who was not present at the meeting, is another prospective new member who has been interviewed and whose name has been forwarded to the Barnstable Town Council for an official vote.

Chair Marlene Weir called the meeting to order at 5:40pm.

Co-Chair Becky Lawrence announced that the grant we submitted to MCC has been approved and that she will begin implementation soon and plans to continue as project administrator for the three-year period of the grant. The MCCC LCO (local council originated) application to the Massachusetts Cultural Council was to use \$1000 of our FY16 allocation for a design competition to create public artworks for the HyArts Cultural District. This is Phase I of a three-year project. Subsequent years will require additional fundraising to fabricate, interpret, and promote the works proposed by the artists who are chosen through this competition. Becky is the volunteer project director who will be working closely with Melissa Hersh, Town of Barnstable, Arts and Culture Coordinator, to manage the competition.

September minutes were not available for review. Chair Weir asked if anyone could volunteer to assist our current secretary in this work. Other members who are not already holding officer positions all stated reasons for not being able to accept the secretary position (which is a state requirement). Jeanmarie O'Clair said she would consider being recording secretary for the next meeting, with Elise McMullin continuing as corresponding secretary. Elise agreed to take notes for this grant review meeting.

Treasurer's report was not available for review, but Treasurer Rachel Youngling reported that very little had changed from the July report. There are still a number of FY15 grant reimbursement requests outstanding. One problem reimbursement request for a grant originally awarded in the FY14 grant cycle did not arrive by the deadline of 3:00pm on November 17, 2015. She would like the \$400 for that grant to be unencumbered and then added to the funds for this FY16 grant cycle.

A motion was made and approved for the FY14 grant funds of \$400 to be to unencumbered and added to the pot for this FY16 cycle.

A motion was made and approved for limiting grant extensions to no more than 3 months after the original deadline of December 15th each year.

Grant Review Session Activity Report:

All Members received a "*Grant Packet*" compiled by Becky and Rachel in October.

All Members completed *Conflict of Interest* forms. Elise will deliver forms to the Barnstable Town Council office and Rachel will deliver forms to the Yarmouth Board of Selectman's office.

Members declared conflicts of interest with the following applications:

- Cultural Center of Cape Cod: Rebecca Lawrence and Joel Chaison, board members
- Rachel Youngling: self
- Girl Scout Cadette Troup: Rachel Youngling, scout leader
- Jeanmarie O'Clair: self
- Historical Society of Old Yarmouth: Barbara Adams and Joel Chaison, board members

The members listed above abstained from discussions and voting on applications from the individuals or organizations listed above.

Council members ranked 38 applications on a scale of 5- high to 1- low. Each member's rating was recorded and averaged with the others, resulting in a final group rating for each application. Rachel was the architect who input our votes and she has provided a link to the spreadsheet. See: [Ranking Matrix.csv](#) Discussion of funding levels followed.

A motion was made and approved to zero-fund all applications with a rating of 3.0 or lower.

A motion was made and approved to fully fund applications with a rating of 4.5 or higher.

Members then reviewed each application between 4.4 and 3.1 to individually assign funding based on a close review of applicant's budget details and council priorities.

After much discussion, the remaining applications were approved for partial or zero funding.

A motion was made and approved to not fund applications ranked below 4.0.

The resulting list of 17 applications, approved for full or partial funding, was reviewed.

A motion was made and approved to fund the applications ranked 4.0 or higher at full or partial funding with the understanding that this list would not be final until denial letters had been sent out to the zero funded applicants and a 15-day reconsideration period had passed.

Assignments were made to assure that the denial letters would be mailed out within the week. Becky agreed to put the reasons for denials in the database. Elise will compose them using the appropriate templates; send them out enlisting help from GM staff.

The meeting adjourned at 8:40pm.

The next meeting is Wednesday, December 9th, 2015 at 7:00pm.

Respectfully submitted,
Elise McMullin, Secretary