**Meeting Minutes
Lenox Cultural Council
December 3, 2018**

Present: Arlene D. Schiff, Beth Tracy Gamble, Erin McNamara, Charlie Holt, Katy Holt, Anne Meczywor

1. New members were welcomed to the Council and thanked for their willingness to serve
2. The council voted Erin McNamara to serve as secretary. Beth made the motion, Katy seconded. All in favor
3. Beth provided the treasurers report - the Council has $4,700 to distribute for FY19
4. The Council reviewed the 27 applications received requesting a total of $10,780 in funding. Deliberations took place with the Council voting to provide funding to 17 organizations totaling $4,700 and declining the applications of 10 organizations for not providing as much public benefit as the other proposals.
5. The Council assigned one member to be a liaison which each funded organization. This individual will keep in touch with the organization, attend the funded program where possible and keep other Council members apprised of when programs are taking place
6. Disapproval letters will be sent out via email by Erin per MCC regulations before December 30th. These organizations have 15 days to request reconsideration of their application
7. Approval letters will be sent out via email after the MCC Annual Report is submitted and before February 1
8. Beth will complete the MCC Annual Report by January 15
9. Erin will send out the approval letters once notified the report has been submitted
10. Erin will submit the Annual Report for the Town – Arlene will provide format from last year
11. Arlene will submit a press release announcing the grant awards made
12. The Council discussed hosting a funder’s reception and community input meeting tentatively scheduled for April 25 from 5:30 – 7 pm. Location as well as time and date to be confirmed. Council will ask a few of the funded organizations to perform, have some food and ask those attending for recommendations re: cultural needs in the community. The format will be socializing, welcome, thank you to the cultural organizations for all they do, input on funding (possibly through a survey) and performances
13. Beth provided an update on the Cultural District process
14. Beth agreed to call the five organizations that have yet to submit their reimbursement request for 2018
15. Next meeting scheduled for Thursday, April 4 at 6 pm

Submitted by Arlene D. Schiff, Chair
Lenox Cultural Council