

Malden Cultural Council Minutes 1/15/19

Location: Malden Senior Center Cafeteria

Attendees: Debbie Wallis, Annie Rousseau, Martha Bezzat, Erga Pierrette, Molly Uline, Michelle Trammel, Anthony Britt, Laura Odoguardi, Mark Linehan, Glady Thomas

Agenda:

Grantee Relationship Management: Discuss & Define Expectations

Preliminary Grantee Reception Planning

Continue Discussion of Malden Cultural Council Programming

Treasurer Update

Communications Squad Update

Other Council Business

2019 JAN 28 PM 3:50
MALDEN MASS.

Grantee Relationship Management

We need to engage more with grantees such as attending their events and listing their events on our social media. We could also send updates or a newsletter to all grantees so they are aware of other programs/events we have supported. For example, there could be a general email sent to grantees, either a monthly or quarterly newsletter. Erga volunteered to work on a calendar. Annie/Debbie could provide the excel sheet with all the data on the events.

The issue of emails exchanged between members and grantees was also discussed. We should develop a standard reply that could be sent by any MCC member who receives an email inquiry from a grantee. This is because our email exchanges are subject to open meeting laws. A reminder that the decisions about grants awarded are preliminary *until* the letters go out.

Grantee Reception

The goal of the reception is to celebrate and invite the grantees to attend and for a few to perform. All MCC members are invited to attend as well as local politicians, the Mayor, etc. It was suggested to move the reception to September, as opposed to May, which it's been previously. A few reasons for this are 1) May is a busy time of year for people with other commitments, and 2) September is a good time to get new people interested in the MCC and applying for grants. This is also a good time to do input surveys of grantees to get feedback on the process, etc.

MCC Programming

We should start thinking about programming by MCC. The Mayor wants to invite the MCC members to attend a District PTO meeting in order to promote the grant opportunities. We also want to consider outreach to Malden school teachers and principals. We need consistency on our field trip policy too, but also to be aware that there are limited funds. How could we make sure the grants are equitable across all the Malden schools?

Treasurer Update

The Mayor wants to provide some money for the MCC, for which we would need new accounts set up. We are doing great financially, reimbursements have been completed (or are in the works) and the annual report has been submitted.

Communication Squad Update

MCC is active on Twitter, Instagram and Facebook. It was brought up that we could post grant amounts awarded on social media to improve communication.

Other Council Business

A question was raised about if we need a quorum to have a meeting, or is it just for when we vote. Answer: we need a quorum to have a meeting!

Next meeting is February 12.

End of Minutes