

Town of Southborough, MA
Southborough Cultural Arts Council Meeting
February 25, 2025 at 7:00PM
Virtual Zoom Meeting

Those wishing to watch or participate remotely can do so by accessing the meeting link at: <https://ma-southborough.civicplus.com/674/Virtual-Meetings>

Jane Gates, Kate Heusner, Rajani Kumari, Liz Kesselman in attendance

Minutes

1. Approved minutes from January meeting
2. Treasurer Update
 - a. Grant Disbursement - Rajani/Kate met with Carla at the Town Office regarding reimbursement procedures
 - i. We have had requests for an advance of reimbursement (before a program has been held, which is not the current policy) and Kate/Rajani discussed this with Carla; we are open if the request is within reason and determination will be case specific
 - ii. We are ready to start issuing reimbursements in the next 2 weeks
 - b. Town Meeting request
 - i. We have put thru a \$4K request at Town Meeting for SCAC; Kate has been in communication with the Select Board about our intentions for the funding
3. Chair Update
 - a. Kate suggested we consider a permanent Agenda item to allow artists to present to the committee regarding their programs, and also suggested a standing Agenda tem for open Office Hours to provide a forum for Q&A (discussion to be continued at next meeting)
4. Follow up from Jane regarding our grant acceptance letter
 - a. Issue should be resolved with more clarity in our letter to distinguish SCAC vs MCC
5. Grant Reception Planning - we brainstormed ideas and discussed the objectives for the event; discussion o be continued at March meeting
 - a. Do we want to select one member to take the lead on the initial planning?
 - b. Date - Goal is Spring time frame - day/time TBD
 - c. Purpose - discussion of objectives: amplify awareness of the SCAC, serve a variety of audiences in our community, recruit new SCAC members and also acknowledge and celebrate the grant recipients

- d. Communication to the public and applicants of the reception - Kate wrote a press release about the grant cycle and we will distribute in March when the date/details are finalized
- 6. Set next meeting date - March 18 at 7:00 pm at Senior Center

Meeting adjourned 7:49