

## MINUTES

### TOWN OF MERRIMAC

#### MERRIMAC CULTURAL COUNCIL

**MEETING DATE:** MONDAY NOVEMBER 13<sup>TH</sup>, 2023

**LOCATION:** Merrimac Town Hall – Meeting Room C

**ADDRESS:** 2 School Street / Merrimac, MA 01860

**NAME OF CHAIR OR AUTHORIZED PERSON:** Christy Skinner

**The meeting was called to order at 5:33 PM and adjourned at 6:24 PM.**

- I. Call to Order
  - a. Members Present – Christy Skinner, David Cressman, Kathryn LaPlante, Joy Kimball
  - b. Members Absent – Theresa Blackman, Christy Dole
  
- II. Public Comment – 15 minutes, 2 minutes per person
  - a. No public present
  
- III. Minutes Approval – Minutes from Merrimac Cultural Council Meeting on 8-24-2023
  - a. Result – Minutes from 8-24-2023 meeting were Approved (Unanimous) as written.
  - b. Mover – David Cressman
  - c. Seconder – Kathryn LaPlante
  - d. Ayes – Cressman, LaPlante, Kimball
  - e. Absent – Blackman, Dole
  
- IV. Treasurer’s Report
  - a. Official contract has come in, selectman need to sign off on it.
  - b. Opening Fund Balance is \$357.01, State Grant of \$7100 for 2024, Municipal Revenue Voided check for FY22 Event \$750.00 brings total revenue to \$8207.01
  - c. Setting aside the typical 5% of Grant for Admin Purposes such as Town Email access (\$355.00), that brings our available Grant funds to \$7852.01
    - i. Our funds roll yearly. Suggested we not leave less than \$100 to cover yearly Administrative needs.
  
- V. Agenda Items
  - a. Event Audits
    - i. We need to put a system in place to ensure that the events we fund actually happen by splitting the list up and attending them. This would not be funded by the Cultural Council or the events themselves, this would be our own personal expenditure but luckily, many of these events are free.
    - ii. Benefit of this physical audit will be our ability to see attendance of each event, which can then be taken in to account for possible submissions the following year.
    - iii. Christy Skinner to send out list of approved events and everyone can “sign up” to attend what they choose.
  - b. Bills & Payroll Signees
    - i. Any board, committee, or head of dept consisting of more than 1 member authorized to expend money must designate 1 to two members to approve all bills, drafts, orders, and payrolls. This does not limit the responsibility of the rest of the board in the event of noncompliance.

1. Result – Approved (Unanimous) that Christy Skinner be primary and Kathryn LaPlante be alternate
  2. Mover – David Cressman
  3. Seconder – Joy Kimball
  4. Ayes – Cressman, LaPlante, Kimball, Skinner
  5. Absent – Blackman, Dole
- c. Fiscal Year FY24 Panel Book Discussion
- i. Submission totals of \$11,140. As previously stated, available funds to award events totals \$7852.01 (\$7100 State Grant, \$750 Municipal Revenue Voided Check).
- d. Vote on FY24 Grant Recipients from Panel Book
- i. Result – (Unanimous) agreement to fully fund:
    - Indigenous People's Day
    - Science Heroes: Adventure at the Hidden Temple
    - Alex, the Jester of Notre Dame
    - Merrimac Old Home Days
    - Hip Hop Chair Dance for Seniors!
    - Newburyport Chamber Music Summer Festival
    - NCS Spring Concert 2024 - Resilience
    - Classic Stories in the Open: Family Friendly Theater performance
    - Outdoor Sculpture at Maudslay 2024
    - Terezin- Children of the Holocaust
    - newburyport literary festival
    - St. Patrick's Day Concert For The Senior Center
  - ii. Result - (Unanimous) agreement to partially fund:
    - "Seventy-five Years of Tradition"
    - Newburyport Documentary Film Festival
    - Makers Market
  - iii. Result - (Unanimous) agreement to not fund:
    - "Annelies," a large-scale choral/instrumental work based on texts from Anne Frank: The Diary of a Young Girl, James Whitbourn, composer
    - The "Me" Decade - A Cultural Review of the 1970s Through Music
    - I AM ...
    - Afternoon of Brass #3
    - Mural at Partridge Brook Skatepark
    - Live Music Making History Live

VI. Announcements

- a. None

VII. Adjournment

**LIST OF DOCUMENTS AND OTHER EXHIBITS USED AT MEETING:**

- Treasurer's 11-13-2023 Report
- Approval of Bills and Payrolls Document
- David Cressman Applicant Spreadsheet
- Thank You letter from Cantemus

**Minutes Respectfully Submitted by:                      CHRISTY SKINNER**

**Minutes Approved by Committee on:                      11-27-2023**

**Chairperson Signature: \_\_\_\_\_**