

Milford Cultural Council

Meeting Minutes for May 14, 2019 at 7:00 p.m.
Room 14, Milford Town Hall

A. Welcome and Call to Order

- ☐ Meeting was called to order at 7:10 by Geri Eddins, Chair.
- ☐ Present Members: Geri Eddins, Vinnie Kiejzo, Nicole Romiglio, Mike Visconti, Jim Buckley, Patti Salomon, Molly Auger, Bryan Cole
- ☐ Not Present: Marcia Macre, Michael Lalime, Meghan Oliveira, Christopher Vendetti, Marco Carneiro

B. Invitation to Speak

- ☐ Geri Eddins advised the council that the intent of this section moving forward will be to seek input from community
- ☐ Todd, community member, is present to listen

C. Review and Approve Minutes of April 4, 2019 Meeting

- Michael Visconti suggested making members absent listed, motion by Michael Visconti to revise minutes to include missing members. Seconded by Patti Salomon – approved unanimously
- Patti Salomon motion to approve, Jim Buckley seconded. – approved unanimously

D. Announcements

- ☐ Upcoming MCC Events. Folks able to attend?
 - Flyers passed around to determine availability
- ☐ Thank Yous
 - Thank you cards passed around for Maggie MacIsaac for her service to the council & Michael Shain for his donation.

E. Financial Report

- ☐ Balance as of April 9, 2019: \$6,311.73
 - Today: just over \$5,000k --parade, Claflin hill, family/comm network have been paid since April 9.
- ☐ Scott Jameson Outstanding Invoice: No vote was required.
 - Invoice had already been submitted prior to reconvening this year, making vote unnecessary
 - Once an invoice is approved at voting meeting in December, payments needn't be voted on again.
- ☐ Allow ONE Signature on Paperwork: Zach recommends we vote to allow this per Municipal Modernization Act 2016 signed by Governor Baker.
 - Vinnie Kiejzo makes motion to allow a single signature, either chair or vice chair – seconded by Molly Auger. Vote: approved unanimously
- ☐ Reimbursement of Expenses: Council can reimburse expenses up to 5% of allocation.
 - Not to include food, etc. Membership to keep track of expense and submit for reimbursement
- ☐ Grant Reimbursements: 3 on April 9, 1 on April 30, 3 in progress.
- ☐ Donations: We can accept and solicit donations. Contributions line item within the fund. \$20 donation from Mike Shain received and deposited.

- Tax deductible donation
- Special Projects: We can allocate 15% of annual state allocation to a special project or initiative.

F. Review and Reconsider a 2019 Grant Award

- Jessica LaBrecque submitted a grant application for Coyne Photo Essay Contest, January 2019. Approved \$890.
 - Reimbursement request for full amount, 2/5/19, with no documentation attached
 - Reimbursement Request outlined percentages do not match up to application
 - Emailed/phone calls for evidence that event was held
 - 3 winners chosen, but would not provide names and contact information for the winners
 - Inconsistent stories of what would and what had happened
 - Library had no knowledge of contest
 - Website status: no longer active
 - She had officially resigned from committee prior to approval
 - Options via MA Cultural Council advisor Louis Cotto:
 - Approve full amount
 - Approve partial amount
 - Rescind funding
 - Michael Visconti makes motion to rescind funding. Seconded by Bryan Cole. Voted: rescind funding- unanimously
- Bryan Cole brings up topic of conflict of interest & potentially add an addendum saying that members cannot submit for 1 year after resignation. Michael Visconti offers to draft up bylaw info for future bylaws.

G. Membership and Meeting Dates

- Status of Membership
 - Working with Rick Villani. Active membership: 13 Quorum: 7
 - 22 Maximum membership right now
 - Michael Visconti suggests changing max to 15, Geri Eddins reports fluctuating membership up to 22 is allowed. Patti Salomon concerned fluctuation could lead to less meeting quorum. Agrees 15 is a good number. Vinne Kiejzo agrees 15 is a reasonable number.
 - Current quorum = 1/2 # active members +1.
 - Michael Visconti makes a motion to request selectmen to establish cultural council number of membership to 15.
 - Bryan Cole amend to 13. Patti Salomon second. Voted to amend: Unanimous
 - Vote- Yay :Bryan Cole , Jim Buckley, Patti Salomon, Michael Visconti , Molly Auger, Vinnie Kiejzo Nay: Nicole Romiglio , Geri Eddins.
- Recruit New Members:
 - Complete Talent Bank Form and submit before June 1.
- Identify Standard Meeting Date: Second Tuesday of the month?
 - Conflict Nicole Romiglio
 - Michael Visconti motion to set 3rd Tuesday of each month, 7pm as regularly scheduled meeting. Seconded by Nicole Romiglio. Voted: unanimous

H. Identity, Communications, and Outreach

Form a subcommittee to discuss the following:

- Word of Mouth Outreach in Past: No existing mission statement or bylaws.

- ☐ Mission Statement and Bylaws
 - Attendance bylaws
 - Michael Visconti to work on conflict of interest
 - Bryan Cole to seek bylaw samples
 - Nicole Romiglio suggests social media policy being covered in bylaws
- ☐ Logo
 - Vinnie Kiezjo & Nicole Romiglio & Patti Salomon to work on logo
- ☐ Email Address (MCC@townofmilford.com??), Facebook Page?
 - Geri Eddins to follow up with Andrew @ Milford IT
- ☐ Publish on Town Website with Member Names
 - Geri Eddins - Follow up email to be sent to IT & town administrator
- ☐ Press Release to Introduce MCC to Community
 - Molly Auger very talented at press release

I. Moving Forward: LCC Schedule and Priorities

- ☐ March/April: Seek Community Input
 - (press release with email address and announcing Invitation to Speak)
- ☐ June: BOS Approves New Appointments and Reappointments.
- ☐ July: Finalize and Publicize Council Priorities (Post online by Sept. 1)
 - Bryan Cole notes someone talked to Larry Dunkin about painting electric boxes and got no support. He's anticipating having to convince town to be amenable.
 - Bryan Cole & Patti Salomon suggest meeting with planning board or sending introductory information to ask what protocol might be
 - Patti Salomon- temporary displays are a great compromise
 - Vinnie Kiezjo suggests mentioning our priorities in press releases.
 - Bryan Cole makes motion to seek counsel from Larry Dunkin regarding protocol. Seconded by Geri Eddins. Voted: unanimously
- ☐ August: 1) Receive Allocation Amount from MCC.
2) Publicize Grant Program and Distribute Applications.
- Sept. – Oct. 15: Accept Grant Applications.
- Nov. – Dec.: Review and Approve/Deny Grant Applications.

J. Any Other Business

- ☐ Next meeting: June 18th - 7pm