

Mid-Cape Cultural Council - Monthly Meeting Minutes
Approved 10-10-2018

Date/Time	September 12, 2018 6:33 pm
Location	Selectmen's Conference Room, 2 nd floor, Town Hall, Hyannis, MA
Facilitator	Marilyn Heberling, Chair
Prepared by	Georgia Kreth, Secretary

Attendees	Initials	Role	Present	Excused Absence	Absent
Marilyn Heberling	MH	Chair	X		
Kim Rumberger	KR	Vice Chair		X	
Rachel Youngling	RY	Treasurer	X		
Georgia Kreth	GK	Secretary	X		
Ellen Cliggott	EC	Member	X		
Mary Taylor	MT	Member	X		
Kevin Shanley	KS	Member	X		
Don Knaub	DK	Member	X		
Lynne Belfiore	LB	Member	X		
Sarah Thornington	ST	Member	X		
Martha McClusky	MM	Member	X		

Guest(s)	Mark Hopkins
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Agenda
Opened Meeting at 6:33 pm.
MH introduced guest Mark Hopkins who is interested in joining the MCCCC. MCCC introductions followed.
Approve minutes of August meeting: 3 documents submitted for review / approval: MCCC Minutes 08_8_2018_Original.doc; MCCC Minutes 08_8_2018 ReWrite.doc; Email edits submitted to members by KR 9/10/2018 8:56 PM EC Motioned to approve minutes version: MCCC Minutes 08_8_2018 ReWrite.doc. Seconded and approved with corrections.
Treasurer Report: RY reviewed the September Treasurer's report contained in the "September Treasury Packet.PDF" MT motioned Treasurer's report be approved. Seconded and approved. RY Reviewed Discovery Walk Fundraising Profile contained in the "September Treasury Packet. PDF"
Media Committee Report - Facebook, Press Releases EC reported publication of 2 press releases: (1) Call to Artists, (2) Grant Applications MM reported information on Grant Application Submission process/timeline has been posted to Facebook. She will also create an event with the application deadline as the event date.
Discovery Walk Update <ul style="list-style-type: none"> • Call to Artists Committee Report: <ul style="list-style-type: none"> ○ GK reported reminder email has been sent to MCCC email data base. ○ RY reported no proposals have been received Action 130: RY to review Patronicity contract with respect to changes in scope of deliverables (number of Sculptures). • Meeting with Artists and Engineer August 15: <ul style="list-style-type: none"> ○ MH/DK provided a summary of the meeting and next steps. ○ Engineer will be paid a \$1000. Stipend. ○ Immediate next step is for artists to finalize plans and submit their responses to the Engineer Report. ACTION 131: MH to request artists submit their response to MCCC Project Management Sub Committee for comment prior to sending to Engineer. ACTION 132: MH/DK edit/draft Memorandum of Understanding.

Agenda
<ul style="list-style-type: none"> • Town Council Meeting September 6: <ul style="list-style-type: none"> ○ MH provided a summary of the meeting, noting it is available for viewing on Barnstable Ch. 18.
<p>Upcoming Grants Submission:</p> <p>ACTION 133: GK to check on MA Cultural Council Panel Book publication requirements</p> <p>October 10th meeting will review Grant Criteria</p> <p>ACTION 134: MH check on policy in the event a member is not available to be in person at the grant review meeting</p> <p>Grant review meeting scheduled for November 14th at 6pm.</p>
<p>Town of Yarmouth Public Art</p> <p>Action 135: RY will contact Cultural Center of Cape Cod about the project and potential MCCC support.</p>
<p>Other subjects' members propose:</p> <ul style="list-style-type: none"> - Reviewed action item log – see below - Open discussion with guest
<p>Adjournment: 7:40 pm</p>
<p>Next meeting: October 10, 2018 6:30 pm</p>

Action Items (Note open items will be carried on minutes until closed. Going forward numbering will not repeat)

No.	Action	Status	Owner	Date Raised	Target Date
70	Organize Gdrive and include table of contents.	In process	GK	4/12/17	10/2018
126	Work on Media Strategy	In process	EC/MM	8/2018	10/2018
131	Request artists submit their response to MCCCC Project Management Sub Committee for comment prior to sending to Engineer.	Open	MH		
132	Edit/draft Memorandum of Understanding.	Open	MH/DK	9/12/18	10/10/18
133	Check on MA Cultural Council Panel Book publication requirements	Open	GK	9/12/18	10/10/18
134	Check on policy in the event a member is not available to be in person at the grant review meeting	Open	MH	9/12/18	10/10/18
135	Contact Cultural Center of Cape Cod about the project and potential MCCC support.	Open	RY	9/12/18	10/10/18

Closed Action Items from this meeting. (note closed items will not be carried to minutes of next meeting).

No.	Action	Status	Owner	Date Raised	Closed Date
127	Include break down of fundraising funds on next month's report.	Closed	RY	8/11/18	9/6/18
128	Send PM minutes to all.	Closed	GK	8/11/18	8/12/18
129	Provide figures to MH.	Closed	RY	8/11/18	8/15/18

Materials presented at meeting:

- Meeting Agenda September 12, 2018 (presented by: Marilyn Heberling, Chair MCCC)
- Meeting Minutes 08_08_2018_Original.doc (presented by: Georgia Kreth, Secretary MCCC)
- Meeting Minutes 08_08_2018_Rewrite.doc (presented by: Georgia Kreth, Secretary MCCC)
- Meeting Minutes Revisions Email edits submitted to members by Kim Rumberger, Vice Chair, MCCC 9/10/2018 8:56 PM: (presented by: Georgia Kreth, Secretary MCCC)
- September Treasury Packet.pdf (presented by: Rachel Youngling, Treasurer MCCC)