

Town of Charlton, Massachusetts Charlton Cultural Council Meeting Minutes

February 16, 2022

Attendees: Christine Grondalski, Natalie Matthews, Angela Casasanto, Gabriella Grondalski

Meeting called to order at 6:03 PM

I. Review of the January 20, 2022, minutes

A. Approved

II. Old Business

A. Final Review- Finance Report: Christine shared the report with everyone

1. Spent some time discussing the report

B. Annual Town Report- Due March 3,2022

1. Delegated parts of the report among members

C. FY 2022 Grant Recipients- Notification

1. We want to feature the recipients and their events on our social media

2. We also should request recipients to give us a shout out

D. FY 2021 Grant Recipient- Extension Notification Outreach

1. Christine reached out to 2021 grant recipients about being able to complete their project this year

E. FY2020 Grant Recipient-

1. Christine will be calling the two recipients about extension

F. Resignation Notification- Emylia- BOS Notification

1. Emylia will be resending her letter of resignation

G. Social Media Updates

1. Gabby is working on putting our social media accounts all into a social media manager

2. Gabby will work with Emylia to get the log-in information for Instagram

III. New Business

A. OneDrive

1. Gabby and Angela do not have

B. Calendar

1. Went over events and milestones
2. Discussed grant recipient event
 - a) Debated Zoom vs. In Person
 - b) If we can have an event outside- let's go down this route
 - c) Looking at sometime in April
3. Encouraged individuals to participate MCC events as possible
4. Discussed Old Home Day meetings and how we would like to establish a connection with the committee before the event
 - a) We will determine a point of contact
5. Added perspective events to the milestone event

C. Discussed The Art Show and our outline

D. Will have two meetings in the March to discuss events

1. March 17 and 31 from 6-7 p.m.

E. Discusses Potential New Member- David Schiller

To Do:

- I. Review notes from Old Home Day before the next meeting
- II. Write up a piece about recipients for the Charlton Villager
- III. Gabby will look into putting the social media pages into a manager
- IV. Christine needs to contact FYI 2020 recipients
- V. Angela and Gabby to reach out about One Drive
- VI. Emylia to resend notice of resignation to send BOS
- VII. Christine to reach out to Mary about David

- VIII. Natalie will identify as Old Home Day P.O.C.
- IX. Angela and Christine will establish and write up Finance Report workflow
- X. Natalie to produce FY 2021 report; team to review by 3/1 feedback
- XI. Christine will contact Linda Davis for tent availability in regard to potential outdoor event post-Earth Day
- XII. Angela to reach out to Activities Center for outdoor options for reception
- XIII. Schedule time with Ashley to review finances
- XIV. Natalie will pick up mail from Town Hall

Meeting adjourned at 7:27 PM

Minutes approved – 3/17/2022