

Town of Charlton, Massachusetts Charlton Cultural Council Meeting Minutes

February 17, 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 Art Show Notes 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