

## HARWICH CULTURAL COUNCIL MEETING MINUTES

**September 8, 2016**

The meeting was called to order at 4:35PM by Tina Games, Chairperson.

Present members: Shay Mitchell, Joan Sacchetti, Tina Games, Lorraine Bossi

Absent notices: Debbie Ferry, Anne Leete

Secretary's Minutes for June 16, 2016 were reviewed, approved, and accepted with first motion by Joan Sacchetti, seconded by Lorraine Bossi.

The Financial report was presented by Joan Sacchetti with motion to accept by Shay Mitchell and second by Tina Games. Joan has left a message for Andrew Gould, Finance Director & Town Accountant to review and confirm correct process outlined by the Council Trip Commission. Their form is due by October 17. \$4676.90 from the Durgan Travel trip was deposited. The State allotment of \$4,400.00 for 2017 was verified.

Fundraising National Parks trip confirms for 22 people from HCC. Departure is September 15.

We have Council vacancies. Two names have been suggested; Tina will follow up with them. HCC vacancies have also been posted on the Harwich Town web site as well as on the State web site.

The 2017 Grant Application process officially opened on September 1<sup>st</sup>. Prior recipients, media outlets have been notified by e-mail. Information is also on the Harwich website. Email was also sent to school administrators. October 17<sup>th</sup> is the deadline for grant applications.

We reviewed the 2017 Grant Selection Process Timeline.

- October 21<sup>st</sup>: computer compiled "book" of proposals is complete and available on line.
- November 1<sup>st</sup>: HCC determines the total amount of dollars from all sources available for grants.
- November 10<sup>th</sup>: Discussion about grants.
- December 8<sup>th</sup>: vote for final grant amounts.
- We may need to schedule an additional meeting between 11/10 & 12/8.

Meeting was adjourned @ 4:45PM.

Respectfully submitted,

Lorraine M. Bossi