**Harwich Cultural Council- Minutes- February 11, 2021- Held via Remote Participation**

Present: Tina Games, Chair; Dinah Lane, Clerk; Chris Banks, Treasurer; Charlie Barnes, Grants Coordinator; Peter Hollis

Absent: Sharon Moore, Bernadette Waystack

Meeting Call to Order at 4:00PM- Tina Games, Chair

Approval of Jan. 7 meeting minutes- Approved unanimously

Old Business-

* Status of 2020 Grant recipients- Musician Davis Bates is working with COA Director, Emily Mitchell, to present virtual concert for Harwich COA and other COAs. There has been no response from the “brain-injured artist” applicant. Dinah will follow up again with Movimento and Mindfulness, Movement and Music for Seniors applicants. Tina will contact the Puppet Theatre applicant. All will be reminded that the deadline is June 30 for receiving their 2020 grant award for completed projects.
* Current Financial Report- MCC awarded the HCC $5000
* Denial Notifications to 2021 Grant Applicants- Denial notices were sent out. No requests for reconsideration were received.

New Business-

* 2021 Grant Awards- Council agreed to disperse a total of $10,000. After discussion by Council, Charlie moved that the following grants be awarded, with a second by Peter:

Project Title Amount Awarded

CranFest in the Courtyard – Harwich Cranberry Festival $1000

Cold Frame Theatre Outdoor Spring Production- Kristin Stewart $250

Dot to Dot Workshop- Makers Club $400

The Free Plays- Cape Cod Theatre Company $2000

Beyond the Bounds: A Pandemic Concert Series Focused on Connection and Creative Expression – Naomi Steckman $500

Creative Movement – Lucy Gilmore $935

Creative Outlets: Finding Your Voice Through Arts – CC Museum of Art $300

Open Mic Classical $300

Harwich Historical Society Accessibility Improvement- Harwich Historical Society $800

ARTS & IDEAS: Online Cultural Events for People with Dementia-Related Diseases and Their Caregivers- Alzheimer’s Family Support Center of Cape Cod $400

Rise & Shine – Cultural Center of Cape Cod $615

Eventide Tales- Eventide Theater Company $300

Virtual Concert @ Heritage Museum- Cape Cod Chamber Orchestra $500

Cape Cod Poetry Review Issue 7 $400

Hands-On Art Exploration – Guild of Harwich Artists $500

Harwich Town Band Performances $800

* Notification Process for Grant Awardees- Charlie will send out 16 grant acceptance packets by February 15. Each packet to include award letter in email and an attached letter, publicity guidelines, and a grant reimbursement form. Grant cycle will run until Feb. 15 2022. He will request an RSVP to be sure all emails are received. He will “blind-copy” Tina.
* Assessment/verification – Discussion of assessment/evaluation letter of each grant presentation. To be completed by Host-Site Supervisor or “collaborative partner”- may be different with different situations. Discussed whether return should be required for final grant payment or used to determine future funding. It was agreed that in the acceptance letters currently being sent out, there should be notice of a “requirement” to fill out evaluation form to be sent later. Eval forms will have return address on them so they can be returned directly to the Grants Coordinator. Tina will contact Sharon about possibly editing or creating an assessment/verification letter, based on the above considerations, to be discussed at next Council meeting on 3/11/2021.

Other Items

* MCC Annual Report- Charlie and Tina will prepare and send out by due date of March 1. Chris will review it early in the year.
* Conflict of Interest Law Acknowledgement– Tina will correct the signature page she has, sign, date and send it to Peter to sign, scan and circulate to next person. When complete it will be returned to Tina to submit to Town Clerk.

Adjournment

Chris moved to adjourn the meeting, Peter seconded. Meeting adjourned unanimously at 5:23PM.

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