**Meeting Details**: 05/03/2022 7:30 - 9:00 PM, Training Room, Municipal Building

**Attendees**: Kaye Kelly, Sarah Cronin, Pushpa Jangareddi, Shelley Green, Patrick Kinner, Rev Jacob W. Juncker, Alan Earls, Olivia Kinner, Venus Senjam

**Meeting Minutes:**

* April meeting minutes approved
* Kaye shared following expenditures -
  + $50.99 for Backdrops for Metrowest Arts & Culture Symposium
  + $42 on Facebook & Instagram for marketing of Metrowest Arts & Culture Symposium
  + $194.39 in Community Unity flowers for Cultural Festival
  + The receipts for above will be handed to Sarah Cronin for review
  + The above expenditures were approved in the meeting
* **Farmers’ Market -** FCC decided to have a collaborative farmers' market booth with the Franklin Cultural District in the months of June, July, and August.
* **Grant 2022 -** One of the grant receivers(name not announced) did not give credit to MCC on their advertisement. An email was sent by the FCC reminding them of the grant contract obligations
* **Metrowest Arts & Culture Symposium -** Kaye shared the following
  + The canvas for the selfie station was donated by an artist from Norfolk
  + Michael Bobbitt, Executive Director, Massachusetts Cultural Council has agreed to attend the event
  + 80 lunches ordered even though 62 people signed up. Extra lunch can be used for high school volunteers. Water will be provided by FCC
  + Olivia Kinner and Addison Hardt will be full-time interns at the lobby for the day
  + Posters with photos will be displayed in the lobby
  + 4 clinics are planned. Each clinic will have a guest, who will speak for 50 minutes twice. FCC member will be introducing the guest
  + Budget of the symposium is $2500-$3,000
  + $300 paid to Franklin High School for custodial and technology help
  + Speakers cannot be paid. Planning to buy flowers for speakers from Zuzu
  + Franklin Cultural District secured the Jazz Band. High School Band will be opening the show
  + Pushpa will share final proof of the journals with Kaye. 75 journals will be ordered for the event
* **Franklin Cultural Festival -**
  + Kaye shared the following
    - Israeli dance troop will be performing for 20 minutes
    - Salsa Band, who performed in 2021, will be coming back
    - Still trying to contact the 2021 sound crew
    - Ryan Osborne had taken excellent photos last year, so offered him a free booth this year
    - Tent is essential as there is no rain date. Discussion with town in progress
    - Budget for event is over $20,000
  + **Food Truck** - Patrick informed that 7 food trucks has confirmed
  + **Vendors -**
    - Kaye, Shelly and Sarah were trained to used Viewpoint by town administration
    - Shelly informed 11 vendors have signed up so far
  + **Parking -** Kaye informed that
    - Discussion in-progress for providing public shuttle
    - Discussion in-progress for extra physically challenged parking spots
  + **Community Unity Flowers -** Kaye informed that unity flowers sale can start from July for $50 dollar sponsorship
* **Account -** 
  + Sarah shared the summary of FCC expense and grant
  + Kaye informed that budget estimates for Symposium and Cultural festival 2023 should be available by September
* **Pride Day -**
  + FCC received proposal from the Pride Day Committee asking for grant money for their event. Kaye reached out to the Town Administrator to check if the FCC could approve this grant, but was advised against any monetary transactions between the cultural council and pride day event. This could possibly lead to public official ethic violations and public spending infractions. There are several FCC member who are also on Pride Day committee, so this could also cause conflict of interest.
  + Our FCC board member, Jamele Adams, publicly called out our board for not supporting this event. He sent emails to two groups. One email went to all of the FCC board and another to the Pride Day Committee board. FCC members were given time and space to express their feelings over this during this meeting. Kaye last mentioned that when all had blown over, our Town Administrator had told her his email and wording may have been “heavy handed” regarding the Pride Day Committee’s ask for money.
* This was the last meeting for Olivia Kinner (intern)
* **Resignations** -
  + Lillian will resign in June
  + Shelly and Kaye will resign in September
  + Kaye will be writing a FCC handbook to hand over to the board in the fall

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