

Meeting Details: 06/07/2022 7:30 - 9:00 PM, Training Room, Municipal Building

Attendees: Kaye Kelly, Sarah Cronin, Pushpa Jangareddi, Shelley Green, Patrick Kinner, Venus Senjam, Lillian Gould, Jamele Adams

Meeting Minutes:

1. May meeting minutes were approved. Jamele Adam asked to change his vote to “abstain” after the meeting was over.
2. **Farmer’s Market:-**
 - a. Kaye shared that she participated in the first of three Farmer’s Market with Cultural District. The next farmers market is on 09-July and 05-August. She requested members to attend.
3. **The community Feedback Form** is required for the priorities of the grant to be submitted by end of August:-
 - a. Kaye shared that Community Feedback is due every 3 years. Missed submitting last year’s priorities
 - b. Lillian informed that community feedback was due last year but some feedback was collected in the previous year. Lillian to share the details with Patrick
 - c. Patrick volunteered to put up paper forms that could be filled out and dropped in a box at Farmer’s market
 - d. Community feedback can be collected during the Farmer’s market or through Google form on Franklin Cultural Council Page
 - e. Community feedback is required to compile the priorities for the grants. The priorities are to be submitted by end of August
4. Feedback on **Metrowest Arts & Cultural Symposium** was discussed - Ticket price, reception area, etc.
5. Cultural Festival 2022:-
 - a. Received \$10,000 from Becca Rausch for Cultural Festival from Massachusetts State Budget
 - b. **Food Truck** - Patrick shared that all food trucks are finalized
 - c. **Beer Garden** - Olivier Edouard of 66 Breweries to take charge of Beer Garden and get any other vendors if needed
 - d. **Vendors** - Shelly has set up signup on the town website. 20 vendors have signed up so far
 - e. **The Community Culture Makers** - Cultural Lane will be for people/groups who support arts and culture
 - f. **Sponsorship** - Allegra Printing will be one of the sponsors. FCC is looking for additional sponsors
 - g. Discussed having a booth for Police at the festival. Patrick disagreed with this idea and didn’t feel it fit in our festival or would be wanted by some.
 - h. **Free booths** are to be provided for the non-profit organizations that support cultural activities in Franklin
 - i. **Entertainment** - Kaye informed that the following activities/groups are being discussed - Franklin High school, Israeli Musical Number, Salsa Orchestra,

Rhode Island Dance Group, Bollywood performance, Indian Display Tent, 3 Living statue, Face Painter

- j. **Community Unity Garden** - Sarah will take responsibility for Community Unity Garden
- k. **Expenditure** - Sarah shared that \$7500 was deposited for the tent
- 6. Jacob Juncker, Jamele Adams, and Liliam Gould will be stepping down from Franklin Cultural Council this month
- 7. Venus suggested maintaining a ledger for the items that are being purchased from FCC fund for record-keeping and accounting
- 8. **Budget** - Sarah Cronin shared the monthly budget and expenditure.
 - a. Symposium -
 - i. All expenses and income except journals are available
 - ii. All payments for the gift were paid from the state fund (not the town fund)
 - iii. The symposium brought in an income of \$525
 - b. Franklin Cultural Festival -
 - i. The festival is sustainable with the state money, sponsorships, and the town commitment for this year.
 - ii. The budget for the festival is approx \$30,000
- 9. Kaye is considering merging the social media of the Cultural District and Franklin Cultural Council and Lily Rivera (employee of the town) to help in marketing
- 10. **Sustainability of FCC** was discussed as only Pushpa, Venus, Sarah, and Patrick will be left after September 2022. Kaye shared the following -
 - a. Jamie Hellen asked Kaye to stay till the transition is over but she hasn't confirmed.
 - b. Kaye was planning to resign by September, as she plans to go back to school.
 - c. Kaye expressed that she cannot do the Grant Cycle alone and she has been doing the Grant cycle alone. She plans to hand over the Halloween Contest to other town bodies which are interested. She initiated discussions with Lion's Club. This would leave FCC with only allocating grants
 - d. The Grant cycle consists of printing the grant books, distributing the grant books to FCC members, reviewing and voting on the applications, issuing grant acceptance/rejection letters, and doing necessary follow-ups by emails
 - e. In person Grantee Reception was not done for 2021 grant awards can be done online in future.
 - f. Kaye plans to meet with Sarah to get the 2022 grant priorities, tax forms, and budget
 - g. Kaye asked for volunteers from the council member for the Grant Cycle.
 - h. Patrick shared that it is reasonable that the committee can take on the grant cycle activities as a group
 - i. Patrick suggested that the council needs to actively recruit new people in the next 6 months because the grant cycle doesn't start for the next 6 months. The council cannot sustain with 4-5 people, even with reduced activities. Kaye mentioned that

she is looking among her peers for volunteers. She mentioned regardless of designating, she is usually the one to complete many tasks . She assigns the task to council members but they do not get completed. New recruitment activities might end up being the same.

- j. Kaye shared a wishlist of various roles in FCC, which she made with Ted (Copy attached). Patrick inquired if board members have to choose a role from the list?
- k. Kaye feels FCC duties are too much for a volunteer, so she is talking with the cultural district to see where we can collaborate. Patrick felt FCC needs more people, even if we share responsibilities with the cultural district.
- l. Kaye expressed that the grant process was taught to the council member so that there is always someone in the pipeline and it has not worked and the responsibilities have always fallen on her. She also feels that the council members agree on responsibilities/tasks and later back out and she ends up doing the task. She feels she is holding the fort and that something sustainable needs to be worked out to hold the council
- m. Venus suggested handing over the Chair's responsibilities in a gradual manner. Kaye replied she has tried this and it has not worked. There has not been follow-through.
- n. Patrick mentioned that Venus, Sarah, and Pushpa, the remaining 4 members can run the Grant cycle