



MEETING MINUTES

December 10, 2020 6:06PM | VIRTUAL MEETING: ZOOM

TYPE OF MEETING	Monthly Meeting – December 2020
FACILITATOR	Yasmin Goris
NOTE TAKER	Lisa Malo
ATTENDEES	Silvana Boeheng, David Filar, Mitchell Perry, Chris Rich, George Sedares, Nikki Erskine
LATE	
GUESTS	Haley Cloonan-Lisi, Mihoko Wakabayashi, Rebecca Linton, Lucinda Ellert

AGENDA TOPICS

I. NEW MEMBER: SILVANA BOEHENG

II. APPROVAL OF MINUTES	
CONCLUSION	Approved - with edit to “meeting adjourned at 8:08pm” (need to remove reference to “Executive Session” as this line was inadvertently copied from October meeting minutes)
George Sedares moved to approve minutes from the September meeting; Mitchell Perry seconded the motion.	

III. BUDGET REPORT	
CONCLUSION	Approved
George Sedares motioned to approve the budget report; Chris Rich seconded the motion.	

IV. APPLICATION QUESTIONS FROM GUESTS

- a. Guest: Mihoko Wakabayashi | Question about applying for project that has previously received grant funding, but has new/additional elements for FY21
- b. Guest: Rebecca Linton | Question about approach for budget that may vary depending on project scope, which is dependent on donations outside of grant funding; question about maximum grant award

V. LOGO DESIGN UPDATES

- a. Guest: Haley Cloonan-Lisi
- b. Council voted unanimously to proceed with Concept 1
- c. Logo design committee with proceed working to finalize with Haley

VI. GRANT AMENDMENT REQUESTS

- a. Guest: Lucinda Ellert | Original project for which Lucinda received grant funding was cancelled and funds were deobligated; Questions regarding submitting grant reimbursement for some items purchased that were for the cancelled project, and receiving grant reimbursement for additional concert that took place earlier in 2020; Council determined that it needed additional guidance from MCC in order to make a



decision on this; Nikki Erskine to follow up with Ricky from MCC on the questions and coordinate with Lucinda to bring anything for reimbursement/amendment before WAC in January if applicable

VII. REIMBURSEMENT REQUESTS

APP #	Individual/Organization	Amount	Decision	Status	Notes
WAC-36	Nancy Thibault	\$800	Approved	FINAL	
WAC-421	Melanie LeBoeuf / WICN	\$2,599.35	Approved	FINAL	This group incorrectly credited the Worcester Cultural Coalition and MCC, not WAC; Nikki to follow up with them to make sure they understand they did not credit correctly and, if applying for/receiving a grant in FY21 they must credit WAC correctly
WAC-26	Render Creative	\$5,000	Approved	FINAL	

Council also reviewed correspondence from 2020 grantee, Audio Journal.

VIII. SUBCOMMITTEE UPDATES

- a. Strategic Planning: Once grant cycle is over, would love to meet and come up with milestones for 2021 and a plan for what we want to achieve in that year
- b. Social Media Committee: Change name to Marketing Committee to more accurately reflect duties; updates on social activity/outreach for grant cycle
- c. Events Committee: No update.

IX. WORCESTER BOOK FESTIVAL

- a. Concerns about what funds will go into 2021
- b. WAC voted to deobligate funds from Worcester Book Festival and will no longer be participating in this event at this time

X. GRANTEE PAYMENTS: SWITCHING FROM REIMBURSEMENT TO DIRECT GRANTING

- a. City has determined that WAC can accommodate direct payments for FY21

XI. SCHEDULING GRANT REVIEW MEETINGS

- a. Dates/times to be determined, beginning in January
- b. Conversation around administrative duties required to review grant applications for completeness before grant voting; Nikki Erskine and Yasmin Goris to follow up on who will be responsible for the administrative duties -- WCC interns or Council members -- and inform the Council

MEETING ADJOURNED AT 7:43PM.