

Hingham Cultural Council

Meeting Notes

January 12, 2016, 7:00 pm

Town Hall, Hingham, MA

Present: Janine Suchecki, Trish Baggott, Marlie McManus, Jean Roberts, Leah Godfrey

Janine called the meeting to order. Janine introduced Leah Godfrey, new member of the Hingham Cultural Council, whose official start date was 1/7/16. Janine announced that an additional new member, Sonia Steele, also shares the 1/7/16 start date, but was unable to attend the present meeting.

Trish inquired about the status of the HCC email account. Janine confirmed that any HCC member may access this account and if they see an item that requires attention, they may handle it. That account is: hinghamculturalcouncil@gmail.com and the password is: peterhobart.

Regarding regular US mail, Janine confirmed that on 12/28/15, Deanna Costa had requested all HCC mail items be delivered to Town Hall. At this point, we must assume that any mail is now in hand.

Trish shared that the HCC has not received reimbursement requests for 9 of the 11 grant recipients. She will follow up with those outstanding recipients with a short note and blank reimbursement form via email. Reimbursements require one copy with two signatures.

Marlie inquired about the process for filing minutes. Janine and Trish confirmed that minutes shall be sent to the Town Clerk's office. Marlie will forward all current minutes.

Trish moved to approve the minutes of 12/17/15. Leah seconded. All were in favor.

Janine shared that no appeals have been received since the denial letters were mailed on 12/24/15.

Review of Grant Cycle

The Council reviewed the grant application from the Hingham Downtown Association, requesting \$1500. This application had been received by the official deadline but had been misplaced in transit between HCC leadership change. The Council discusses the merits of the HDA's annual Arts Walk and agreed upon supporting the application with a grant of \$750. Funds to grant recipients were reallocated (including lowering grant amounts by \$250 each to Bay Colony, Hingham Public Library Pastel Painting program, and South Shore Arts Center). An updated grant allocation spreadsheet is attached to these minutes.

Janine invited the Council members to access the Mass Cultural Council website for more information and guidelines with which to become familiar. Trish added that the website includes LCC "basics" training. That information is as follows:

www.mass-culture.org username: HINGHAM password: D38AR9

Janine urged the Council to forward to her any information about cultural happenings in and around Hingham so that she may upload them on the HCC facebook page.

New Member Status

The Council must have a minimum of five members but no more than seven. Marlie reported that the Mass Cultural Council office confirmed that former members may serve again, as long as it is not in consecutive terms. Marlie offered to ask former member Jane Schute if she would like to serve as a new member as she had indicated interest in the past.

Trish circulated the authorized signature file.

Action Items:

Marlie will ask Jane Schute if she would like to serve as a new member.

Marlie will compile agenda for the next meeting and submit to Hingham Town Clerk and secure meeting space for next meeting.

The next meeting of the HCC will be Tues March 15 at 7 pm in Town Hall.