

Minutes of Public Meeting

Tewksbury Cultural Council

Meeting Date: Saturday, November 7th, 2015

Meeting Time: 9:30 am

Meeting Location: Tewksbury Public Library, Trustees Meeting Room, 2nd floor
300 Chandler Street, Tewksbury, MA 01876

Present Council Members: Jackie Stone, Christian Panasuk, Pat Stratis, Heidi Morgans, Judith Dziadosz, and Marie Luciano.

Absent: Erin Buckley, J.W. Buckley, Michael J. Martin (new member as of 9/15/15)

No attendees from the public

It was determined by the Chair, Jackie Stone, that a quorum was present, and the meeting could proceed. The meeting was called to order at 9:38am.

There was an introduction of Tewksbury Cultural Council Members, with the following interests disclosed – by individual members of this committee:

- Jackie Stone is a member of the Tewksbury Garden Club, Tewksbury Beautification Committee and President of Friends of the Tewksbury Public Library.
- Christian Panasuk is a member of the Tewksbury Garden Club and the Friends of the Tewksbury Public Library.
- Judy Dziadosz is a member of the Tewksbury Garden Club and the Friends of the Tewksbury Public Library.
- Marie Luciano is a board member of the Tewksbury Garden Club.
- Heidi Morgans
- Pat Stratis is a member of the Tewksbury Historical Commission and is a part-time employee of the Dewing Elementary School.

Update on Members: Jackie notified the group that Erin Buckley and J.W. Buckley resigned as volunteers on the council. Updating the town list is pending.

Overview of the grant application review process

Jackie reviewed the application requirements, touching on the need for there to be a relationship established between the applicant and the hosting venue in town. The deadline for applications to be accepted was (postmarked by) Thursday October 15th, which was a state-wide deadline.

Follow-Up on grant financials from 2015 and previous years

Chair Jackie Stone noted the following:

- \$1500 was granted to the Tewksbury Community of Artists for the 2014 Art Show, yet they only requested reimbursement for \$683.71 due to a smaller show.
- \$150 for the Tewksbury Beautification Committee, of which they have requested an extension for \$75 and \$75 remains un-used.

- \$500 for Mary Eldringhoff– Poetry: The Next Generation. The applicant decided not to seek reimbursement.

Estimated Funding Available.

\$8900.00	From incoming Mass CC grants 2015/16
-\$300.00	less Tewksbury Council Expenses (3.37%)
\$1856.00	Current Fund Balance at town after all paid grants except outstanding one below.
-\$150.00	Pending Award to Tewksbury Beautification Committee

\$10,306.00 Total Available Funds

Review and discussion of individual grant applications with appropriation vote

There is an attached spreadsheet summarizing the requests of each grant application, and the grant award pending approval at the end of the discussion. The 22 applications were randomly divided into 6 groupings of 3-5 applications, to be reviewed by a council member and presented to the rest of the group, in turn around the table, by committee members. Each grant application was discussed individually, and an award amount suggested by the common group consensus until a final tally could be voted upon at the end of the discussion.

At the end of the discussion of individual applications, there was a motion by Christian Panasuk to proceed with awarding the grants as described and tallied, totaling \$10,306.00 This motion was seconded by Judy Dziadosz, and voted unanimously by voice vote, with all appropriate abstentions, due to conflict of interest as stated above, recognized.

Secretary Christian Panasuk will draft and post application denial letters to the following applicants, by 11/20:

Applicant	Reason for Denial
Music Dance.edu Dance Entertainment	Insufficient benefit to Tewksbury compared to other proposals.
RESS Foundation - Film 'In the Eyes of Another'	Insufficient benefit to Tewksbury compared to other proposals.
Corinn Flaherty – TPL Community Farm	Insufficient benefit to Tewksbury compared to other proposals.

Secretary Christian Panasuk will draft and post grant award letters to the following applicants, by 12/11:

Applicant	\$ Award Amount
Heathbrook School/ Tidepools Alive	\$950
Wynn School PAC – Earthview Student Program	\$800
TMHS Theater Company – Theatrical Performance Support	\$500
Friends of the Tewksbury Public Library/ Opening of Festival of Trees	\$600
Bates & Tincknell – Library Summer Reading Program Entertainment	\$600
Stephen Lewis – Health & Safety Poster Display	\$50
North Street PAC – Sciencetellers Student Enrichment Program	\$450
Trahan School PAC/Midnight Ride of Paul Revere	\$700
Tewksbury Garden Club/ Arbor Day Art Contest and Tree Seedlings to 3 rd graders	\$400
John F. Ryan School PAC/ Pyramids and Pharaohs	\$500
Tewksbury Education Foundation – Spelling Bee	\$500
Discovery Museums – Free admission program for disabled youth & families	\$50

Jim Manning – Reading Olympics at the Tewksbury Public Library	\$499
Tewksbury Historical Society – Anne Sullivan Interpretive Performance	\$580
Intl. Thespian Society Massachusetts Chapter One Act Theater Festival	\$300
Gregory Maichack – Pastel Painting Workshop	\$475
Manisa Trivedi – Henna Tattooing for Teens	\$200
Tewksbury Music Association – Performance Field Trip for the 8 th Grade Band	\$1852
Upsana Odissi – Journey to India Free Concert and Dance Performance	\$300
Total Grant Awards for 2015/16	\$10,306

Administratively, we had two items to discuss and take action on:

Chair Jackie Stone’s 2nd 3 year term as a member of the council will expire on November 1, 2016. Although she would be able to continue to support the council in a voluntary, non-official, non-voting capacity, she will be unable to serve on the council for at least one year. Jackie suggested that someone from the council should step forward now to work with her over the next year to learn at the side of the chair in order to take on the responsibilities next autumn. Pat Stratis volunteered to start working with Jackie on the chairs responsibilities.

With the resignation of Erin Buckley from the council, there is a need for a treasurer to help in the tally of the grant funds and approve the release of rewarded funds upon the request for reimbursement. After some brief discussion, Heidi Morgans agreed to serve in the roll of Treasurer. The motion was seconded by Christian Panasuk, and approved unanimously by voice vote. Heidi will meet with Jackie Stone in the coming months to prepare for this roll.

Christian Panasuk will continue to serve as the Secretary of the council, until the end of her second term expiring on November 1, 2017. Christian challenged each council member to recruit another person from our community to serve on the council, as there can be up to 20 members on the council. Heidi commented that it’s a great opportunity to serve, as there is a small time investment for a large amount of good reward.

The meeting was adjourned at 1:20pm, by unanimous voice vote.

Respectfully Submitted,

by Christian Panasuk, Secretary.

Accepted and Approved by all the present members of the Committee by email on November 10th, 2015, as authorized by Jackie Stone, Chairman.

Contact Information

Chair: Jackie Stone
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Secretary: Christian Panasuk
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A List of Documents of the Official Meeting Include:

- Attendance Sign-In Sheet with Names of Committee Members and Disclosed Interests
- 22 Applications received and reviewed as part of the grant process
- Notice of the Public Meeting with the Agenda outlined
- Minutes from the previous meeting of the Cultural Committee, on November 8, 2014.
- A spreadsheet summary of applications, prepared by Jackie Stone

These documents will be held for review at the residence of Jackie Stone, noted above.