

Minutes of Public Meeting

Tewksbury Cultural Council

Meeting Date: Saturday, November 19, 2022
Meeting Time: 9:30am
Meeting Location: Town of Tewksbury Town Hall, Large Meeting Room, 1st Floor
1009 Main Street, Tewksbury MA 01876

Present Council Members

Sarah Manchester, Diane Casazza, Lynne Litton, Shana Abbott, Christian Panasuk, David Crisci, Mary Buonanno, Patricia Asuti, Niharika Karia, Pat Stratis, Terry Musgrave and Collin McNaught

Absent: Crystal Panagiotopoulos, Michelle Haley, and Lisa Wilson.

It was determined by the Chair, Christian Panasuk, that an acceptable number of council members were present, and the meeting could proceed. The meeting was called to order at 9:30am.

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

- Christian Panasuk is a member of the Friends of the Tewksbury Public Library and the Tewksbury Garden Club, although no personal or financial interests are present for any matters brought before this council.
- Sarah Manchester is a member of the Friends of the Tewksbury Public Library and is employed by UMASS Lowell, although no personal or financial interests are present for any matters brought before this council.

Council Business – Members and Officers for the 2023 Grant Season

Several Council members are at the end of a two -term service term, requiring the state-madated one year respite from service to the local cultural council. The following members will cycle off the council for a respite of one year, and then will have to re-apply if they would like to return to service: Crystal Panagiotopoulos, Michelle Haley, Lynne Litton, and Patricia Astuti.

These council members are ending a three year term, with the option to renew if desired: Terry Musgrave, Lisa Wilson. Each of these members will be given the renewal option for another three-year term on the council.

The duties of the members of the council were presented in the agenda. This also touched on the duties of the officers of the Council. She volunteered to serve as the Chair for the coming year. That motion was seconded by Pat Stratis and approved unanimously by voice vote. Pat Stratis volunteered to serve as the Treasurer of the Council. That motion was seconded by Patti Asuti, with a unanimous voice vote to confirm the service. Sarah Manchester volunteer to serve as the clerk of the council,

seconded by David Crisci. That vote was confirmed by voice unanimously as well. The slate of offices for the coming year of 22-23 is noted as:

- Chair = Christian Panasuk
- Treasurer = Pat Stratis
- Clerk = Sarah Manchester

Overview of the grant application review process

Christian Panasuk reviewed the application requirements, touching on the priorities of the council to be used in dividing the funds. The deadline for applications to be accepted was (competed online by) October 19th, which was a state-wide deadline. This deadline was originally October 17th, but the State of MA Cultural Council extended that deadline by two more days when overwhelming volume of applications on October 17th took down the website, technically.

Tewksbury Grant Fund financials from 2022

Chair Christian Panasuk noted the following:

Estimated Funding Available.	\$17,800.00	From incoming MA Cultural Council community award for 2023
	-\$465.26	less anticipated 2023 Tewksbury Council Expenses (can be up to 5%, currently 3%)
		Current Fund Balance in town account after all paid grants except encumbered funds for the outstanding 3 programs remaining from the 2022 grant season. They remain: Matt York Highwaymen (due to perform 11/30) Tewksbury Open Space Pollinator Gardens (rec'd NOV 15th) and Clear Path for Veteran's NE – Build a Flag Workshop
	<u>+\$1,888.00</u>	
	\$19,223.00	Total Available Funds

Comments or Questions from the Public

The following applicants were present to present details of the funding requests from the public gathered for the meeting:

- Michael Lopez spoke as the applicant for the Vital Saenz Live Theater Program.
- Laurie Abbott, a Tewksbury Resident, spoke in support of the North Reading Chorale application.
- Susan Young, a Tewksbury Resident, spoke in support of the Tewksbury Garden Club application for Arbor Day 2023.
- John and Jennifer Zhuang, spoke as the applicants for the Chinese New Year Celebration in Andover.
- Jeanette Waugh, a Tewksbury Resident, spoke in favor of the three requests from the Tewksbury Memorial High School Theatre Company, Inc. for Radium Girls, A Great Night for Song, and Beauty and the Beast Musical.

Review and discussion of individual grant applications with appropriation vote

All council members read the entire packet of applications prior to the meeting. The 29 applications were divided among the present council members, to be presented orally to the rest of the council if the applicant was not present. Each grant application was discussed individually on it's own merit, and

an award amount suggested by the common group consensus until a final tally could be voted upon at the end of the discussion. There is an attached addendum including each of the grant applications, to be kept at the home of Christian Panasuk, 2023 chair. Further discussion followed balancing the award amounts until the correct total figure of \$19,223 was accounted for in the tally of the awards.

At the end of the discussion of individual applications, there was a motion by Pat Stratis (2nd by David Crisci) to proceed with awarding the grants as described and tallied, totaling \$19,223.00. This motion was voted unanimously by voice vote.

Chair Christian Panasuk will draft and post application denial letters (emails) to the following applicants, by 11/28/22:

Applicant & Project	Reason for Denial
M. Chakraborty -- Harmony in Vocal and 'Sarod' - exploring Tagore's Compositions Concert at UMASS Lowell	The project did not provide enough public benefit for our community compared to other proposals we received
Tom McGary – Dracut Arts 2023, live and virtual components	The project did not provide enough public benefit for our community compared to other proposals we received
Marilyn Morales – Always Remember - Showcase from the world premiere in Concert, presented virtually	The project did not provide enough public benefit for our community compared to other proposals we received
Rondae Drafts – I am Autistic I am Fantastic Musical, presented at the Blaire House Memory Care Unit	The project did not provide enough public benefit for our community compared to other proposals we received
Patrick Smith – Afternoon of Brass #2, presented at Mechanics Hall in Worcester and Old South Church in Boston	The project did not provide enough public benefit for our community compared to other proposals we received
Jeanette Waugh – TMHS Theater Company production of Radium Girls in early November 2022	The project did not provide enough public benefit for our community compared to other proposals we received. The project was completed in November 2022 and met the financial goals of the budget prior to an award..

There is a fifteen-day period for applicants with denied grant requests to petition for reconsideration of the Council. After that period, if the decisions stand, award letters can be sent.

Chair Christian Panasuk will draft and post grant award letters (emails) to the following applicants, by 12/20/22:

Applicant	Project Title	Amount Requested	Decision
Tewksbury Council on Aging	Rob Surrette, Amazing Hero Artist Performance for Volunteer Appreciation	1950	1950
Diane McGary	Resident Therapeutic Musician at Lowell General Hospital	1000	250
John Zhuang	Chinese New Year Celebration	1500	250
Tewksbury Public Library	Hunger Games Survival Course, for Teen Programming	530	530
Tewksbury Public Library	Animal Adventures, for Teen Programming	485	485

Applicant	Project Title	Amount Requested	Decision
Tewksbury Public Library	Ed the Wizard's Reading is Magic for Children's Programming	375	375
Tewksbury Public Library	RockaBye Beats for Family Programming	600	600
Clear Path for Veterans New England	Mind and Body Balance through the Art of Sound Healing Workshop for Veterans	750	250
Rhondae Drafts & MUSIC Dance.edu	Hip Hop Dance Chair Exercise for Seniors!	400	400
Tewksbury Public Library	Wingmasters for Children's Programming	425	425
Tewksbury Public Library	Mr. Vinny's Bubble Show for Children's Programming	500	500
Tewksbury Public Library	Trevor the Games Man for Children's Programming	450	450
Tewksbury Public Library	Adult Craft Nights At Tewksbury Public Library	900	900
Tewksbury Public Library	Library's 5th Annual Summer Outdoor Concert Series	800	800
Tewksbury Memorial High School Theatre Company, Inc.	A Great Night for Song	700	700
Tewksbury Memorial High School Theatre Company, Inc.	Beauty and the Beast, The Musical	5725	5725
Innovation Academy Charter School	Celebrate Cambodian Heritage through Dance	400	250
Tewksbury Public Library	Library's Art History Series On ZOOM	2500	2500
Discovery Museum, Inc.	Open Door Connections	300	300
Tewksbury Garden Club	Arbor Day Program	590	433
Rhonda Fazio	Dyeing to Wear It: Creating Community though Color, for teens at TPL	600	400
Michael Lopez	VitalSaenz, Live Theater Halloween Performance in Lowell at Mill No. 5	27,500	250
North Reading Community Chorale	Gershwin and Friends Concert	500	500
			19,223

Process for award reimbursement in the coming year:

The process for reimbursement will start with forms/requests being sent to Chair Christian Panasuk at her home address. She will review the requests, make sure all the appropriate information is there and rules are followed. She will enter her signature and arrange for the paperwork to be reviewed by Treasurer Pat Stratis or another council member for the second review and signature. Next, the paperwork goes to the town financial office for Selectman approval and reimbursement.

The meeting was adjourned at 12:45pm after a motion by Collin McNaught, second by Patricia Astuti, and by unanimous voice vote.

Respectfully Submitted,

by Christian Panasuk, Chair.

Accepted and Approved by all the present members of the council as of December 20, 2022, as authorized by Christian Panasuk, Chair.

Contact Information

2022-23 Chair: Christian Panasuk
(978)821-2335
250 Trull Road, Tewksbury MA 01876

2023 Clerk: Sarah Manchester
(617)699-0089
143 Merrimack Meadow Lane, Tewksbury MA 01876

A List of Documents of the Official Meeting Include:

- 29 Applications received and reviewed as part of the grant process
- Notice of the Public Meeting with the Agenda outlined

These documents will be held for review at the residence of Christian Panasuk, noted above.