

Ashland Cultural Council Minutes*
Monday, February 3, 2020
7:00 PM
Meeting Room A
Town Hall, 101 Main St, Ashland, MA 01721

1. Called the Meeting to Order
 - a. Tonya Yaskovich called the meeting to order at 7:19 pm.
 - b. Present: Tonya Yaskovich (Chair), Isabel M. Pérez (Treasurer), Amy Caruso, Lakshmi S. Krishnan, Visi Tilak
 - c. Not present: Donna Bresnick, Connie Mannel

2. Guest Speakers: Steve and Bonnie Mitchell
 - a. Bonnie Mitchell reviewed the MCC Guidelines for Grant Season. She emphasized the importance of tapping into the online support and our local MCC contact. All communication with Grant Applicants should be done by written letter, never email. Bonnie Mitchell offered to provide assistance whenever needed.
 - b. Steve Mitchell reiterated Bonnie Mitchell's sentiment and encouraged the ACC to maintain transparency. ACC was encouraged to review which Meeting Minutes were not posted and to do so as soon as possible. Steve Mitchell invited the ACC to present at a Select Board Meeting in the Spring.

3. Review and Approve Meeting Minutes:
 - a. 05/29/19: Not available at the time of the meeting, therefore the Committee will review at the next meeting.
 - b. 10/07/19: Visi Tilak made a motion to approve the 10/07/19 Meetings Minutes. This motion was seconded by Amy Caruso and approved with a unanimous vote of 5-0-0.
 - c. 11/24/19: Tonya Yaskovich made a motion to approve the 11/24/19 Meetings Minutes. This motion was seconded by Lakshmi S. Krishnan and approved with a unanimous vote of 5-0-0.
 - d. 01/06/20: Isabel M. Pérez made a motion to approve the 01/06/20 Meetings Minutes. This motion was seconded by Visi Tilak and approved with a unanimous vote of 5-0-0.
 - e. Isabel M. Pérez will submit Meeting Minutes from 10/07/19, 11/24/19, and 01/06/20 to post on the Town website.

4. Review Open Meeting Law, Public Records Requests and Conflict of Interest Highlights
 - a. Isabel M. Pérez compiled notes from the meeting and reported out.

5. Discuss Use of ACC Email and Google Shared Drive
 - a. Visi Tilak will connect Tonya Yaskovich with Paul Carpenter in order to monitor the ACC email Account.
 - b. Isabel M. Pérez has added all members to Shared Drive of General ACC documents
 - c. Tonya Yaskovich will add Amy Caruso to FB administrator account.

6. Discuss Future Events and Division of Responsibilities
 - a. Future Events will be discussed at the next meeting due to time constraints.

- b. Isabel M. Pérez will take over the Clerk position and be responsible for taking Meeting Minutes and submitting to the Town website.
- 7. Discuss Future Member Recruitment
 - a. Will be discussed at the next meeting due to time constraints.
- 8. Review Next Meeting Dates and Items for Agenda
 - a. Next meeting will be held on Monday, March 3, 2020 at 7:00 pm. Isabel M. Pérez will submit Agenda and Meeting Room Request to Susan Robie.
 - b. #6 and #7 will be added to the next Agenda
 - c. The Trail Project would like to come and speak with the ACC during the next meeting.
- 9. Adjournment
 - a. Tonya Yaskovich made a motion to adjourn the meeting at 8:08 pm. This motion was seconded by Isabel M. Pérez and approved with a unanimous vote of 5-0-0.