1. Called the Meeting to Order
   a. Tonya Yaskovich called the meeting to order at 7:12 pm.
   b. Present: Isabel M. Perez (Chair), Donna Bresnick (Secretary), Moala Kitayimbwa (Treasurer), Debbie Bresnick, Amy Caruso, Visi Tilak, Tonya Yaskovich

2. Secretary Update
   a. Donna made a motion to approve the Minutes from the Monday, February 1, 2021 meeting. The motion was seconded by Tonya and approved with a unanimous vote of 7-0-0.
   b. Next Meeting Dates: 04/05/21, 05/03/21, 06/07/21 (first Mondays)

3. Treasurer Update
   a. FY21 CC Budget
      i. Total YTD Expenses 1-11-21: $2,845.88
      ii. FY21 Budget: $12,571.68
      iii. Available as of 03-1-21: $8913.50

4. Chair Update
   a. MCC Annual Report submitted February 23, 2021
   b. All LCC Approval/Denial letters mailed.

5. Grants Manager Update
   a. 2021 LCC allocation from the Mass Cultural Council of $7,700 not yet received.
   b. Four outstanding 2020 grants (Extension requested and approved until 12/31/21)
      i. Author Visit 2020: David Biederzcyki
      ii. Ashland Farmers Market Music Series
      iii. Southeastern MA Community Concert Band
      iv. Ashland Children’s Book Festival
      v. Total FY20 Grant Funds Remaining to be distributed: $3,300.00

6. Communications
   a. Ashley Place (Ashland Communications Coordinator) point person for all ACC announcements and press releases. She will include all ACC communications in Town Social Media/Newsletter.
      i. Debbie will take over responsibilities of drafting and submitting communications to Ashley (i.e. Grant Season Opening Announcement in August and Grant Awards Announcement in January, Event Announcements and supporting media)
      ii. Must be submitted to Ashley by the 6th or 7th of each month
      iii. Debbie will also post ACC related info (i.e. Grant Season Opening Announcement in August and Grant Awards Announcement in January) to Ashland Local Town Pages by 10th of each month (when applicable)
   b. Additional avenues to disburse ACC related news ACC ToA page

7. Marketing
   a. Facebook Content and Posts will be maintained by Amy
      i. Posts will include, but are not limited to, Communications Posts, Event Announcements, Interesting Arts and Culture Articles, etc.
      ii. When posting video content, always link to original source (WACA, Arts Alliance, AFM, etc.)

8. Items for Next Meeting’s Agenda
a. Community Survey Distribution: Tonya will add Email field and work on Distribution Plan
b. FY21 ACC Grantee Reception: All ACC members should begin to think of a creative way to celebrate Grantees in August.

c. Public Art Project: Visi will report back to the ACC about a proposal

9. Adjournment
a. Isabel Perez adjourned the meeting at 8:06 pm.