

Ashland Cultural Council Minutes

Monday, April 5, 2021

7:00 PM

1. Called the Meeting to Order
 - a. Isabel Perez called the meeting to order at 7:04 pm.
 - b. Present: Isabel M. Perez (Chair), Donna Bresnick (Secretary), Moala Kitayimbwa (Treasurer), Debbie Bresnick, Amy Caruso
2. Secretary Update
 - a. Donna made a motion to approve the Minutes from the Monday, March 1, 2021 meeting. The motion was seconded by Debbie and approved with a unanimous vote of 5-0-0.
 - b. Next Meeting Dates: 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 04-5-21: \$8913.50
 - b. 2021 LCC allocation from the Mass Cultural Council of \$7,700 not yet received.
4. Chair Update
 - a. The Open Meeting Law regulations governing remote participation, 940 CMR 29.10, remain in effect, except where the Governor's executive order specifically suspends certain requirements. In particular, when any—or all—public body members participate in a meeting remotely, the following requirements apply:
 - b. At the start of the meeting, the chair must announce the name of the member or members who are participating remotely; such information, must also be recorded in the meeting minutes.
 - c. All votes must be taken by roll call.
 - d. Members of the public body must be always clearly audible to each other and to members of the public.
 - e. When holding an executive session remotely, the public body must still take all required procedural steps for entering into the executive session in open session. At the beginning of the executive session, each public body member participating remotely must state that no other person is present or able to hear the discussion at the remote location, unless the public body has approved the presence of that individual.
 - f. Should the public body encounter technical problems while meeting remotely, the person chairing the meeting may decide how to address the technical difficulties but is encouraged wherever possible to suspend discussion while reasonable efforts are made to correct any problem that interferes with a remote participant's ability to hear or be heard clearly. If technical difficulties result in a remote participant being disconnected from the meeting, that fact and the time at which the disconnection occurred must be noted in the meeting minutes.
5. Communications/Marketing
 - a. Debbie and Amy will develop a Posting Plan/Event Calendar draft for the next meeting.
 - b. Amy will check on Ashland Farmer's Market Date for our table.
6. ACC Business
 - a. When writing ACC emails, use this account: AshlandCulturalCouncil.MA@gmail.com*
*New chair should always alter "Recovery Email and Phone Number for this account upon being voted in.

- b. When receiving emails (and for use on all Correspondences, Marketing Materials, etc.) use ashlandculturalcouncil@ashlandmass.com*
*Upon election of new members and dismissal of old members, always update the ToA Google Group by sending the new list to the ToA IT Dept. by email (pcarpenter@ashlandmass.com)
- 7. Discussion of possible Public Arts Town Project sponsored by ACC. All members agreed to continue brainstorming in order to hopefully sponsor a project within this calendar year.
- 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: Continue to think of a creative way to celebrate Grantees in August. Hopefully, we will be able to piggyback on Dragonfly Festival/Arts Alliance Ashland Events.
 - c. Events Posting Plan and Calendar
- 9. Adjournment
 - a. Isabel Perez adjourned the meeting at 8:03 pm.