

## December 12 Minutes for Meeting of Cultural Council

### Attendees:

Ellen Gould  
Michael Fater  
Tina Jankauskas  
Shannon Elliott  
Debbie Perro

7:04 Meeting called to order.

- o Approved minutes from last meeting (November), now posted on town website.
- o Denial letters were sent out by Ellen Gould to those requesting funding but did not meet the state requirements, There were no appeals.
- o Scott Jamison seeking his reimbursement from June 20, 2019 event at the Taft library. Ellen will look into this, having Scott resubmit.
- o Acceptance letters will be sent out from this committee to all grantees by Jan. 15, 2020. Letters to include: Approval Letter, Grantee Agreement, Final Report Form, W-9 Form. It is divided up among the group as each person will take part of this duty.
- o Vote took place that allows the committee to grant itself funds at 15% of our total funds given by the state. All agreed. The amount is \$809.00. Funds will be used most likely to support a fundraiser event in 2020. To be determined and voted upon at a later date.
- o Michael sent all required paperwork to the town/state to close out our 2019 year.
- o A review (computer demonstration) was made as to how we obtain and create the necessary documents for the upcoming grantee acceptance responses using the information provided to us by the state.
- o We need clarity on the calendar year of our funding cycle and how this affects grantees since some events take place before an approval is made. Case in point: Bill Moffet's Christmas show.
- o Next meeting January 23, 2020. 7:00 PM, Town Hall.
- o Meeting adjourned 8:57 PM.