

Mid-Cape Cultural Council - Monthly Meeting Minutes
Approved 2-13-19

Date/Time	January 9, 2019 6:30 pm
Location	Selectmen's Conference Room, 2 nd floor, Town Hall, Hyannis, MA
Facilitator	Marilyn Heberling, Chair
Prepared by	Georgia Kreth, Secretary

Attendees	Initials	Role	Present	Excused	Absent
Marilyn Heberling	MH	Chair	X		
Rachel Youngling	RY	Treasurer	X		
Georgia Kreth	GK	Secretary	X		
Ellen Cliggott	EC	Member		X	
Mary Taylor	MT	Member	X		
Kevin Shanley	KS	Member	X		
Don Knaub	DK	Member		X	
Lynne Belfiore	LB	Member	X		
Sarah Thornington	ST	Member	X		
Martha McCluskey	MM	Member	X		
Mark Hopkins	MaH	Member	X		

Agenda
Opened Meeting at 6:36 pm.
Announcement: KR notified MH of her resignation; her official letter of resignation to the town is pending. She will be available on an Adhoc volunteer basis. More members are needed especially from Barnstable. MaH volunteer to work with RY to learn the Treasurer role. Motioned, approved – ST will fill the Vice Chair role.
Minutes: 11/14/18 and 11/28;18 minutes – approved
Treasurer's report – Presented and Approved. RY reported Cape Cod Arts and Culture Expo has not submitted reimbursement request paperwork, she has attempted to contact them several times. Motion to unencumber the \$500. Grant approved.
Media Committee Report: MM reported on strategy. Press release and FB notice announcing grant award recipients will be published 1/28/19 after the approval letters are emailed. Future posts will include spotlights of individual grant projects. Events will be added to FB calendar/invites
Discovery Walk update: MH reported /RY/Melissa H. have a tentative meeting with DPW 1/24/19. Artist contracts complete. Targeting June for Sundial; July/Aug for boat/chair; Sept for Tern Turn. Seeking vendor donation for foundations. RY noted we cannot work with a vendor on the Mass Debarment list. Action: 1 19: RY to email list to MCCC members.
Community Input Survey update: ST reported survey is ready to go out. Action: 2 19 All: Review STs draft, send comments by 1/26/19. When ready ST and LB will send out survey.

Agenda
Other: MH provided a summary of the Chair responsibilities: July Prepare and Submit annual report to town of Barnstable; January Prepare and submit annual report to town of Yarmouth; Monthly prepare and submit agenda to Town of Barnstable monthly meeting agenda to post on line and at the town hall (public meeting rule). February agenda will include forming committees for the Grant Reception and grand opening of sculptures. ART week end of May
Next Meeting: February 13, 2019 6:30 PM
Adjourned: 7:43 PM

Action Items (Note open items will be carried on minutes until closed. Going forward numbering will restart in January with year ex: 1_19)

No.	Action	Status	Owner	Date Raised	Reported Closed
1_19	Send Mass Debarment list to members	Open	RY	1/9/19	2/13/19
2_19	Send comments on survey to ST and LB	Open	ALL	1/9/19	1/26/19

No.	CLOSED	Status	Owner	Date Raised	Reported Closed
126	Work on Media Strategy	In process	EC/MM	8/2018	1/9/19
19	Research the Town of Barnstable Arts & Culture Coordinator position and how it came about	Closed	MH	10/10/18	12/14/18
138	Create Community Input Survey using Survey Monkey	Closed	ST & LB	10/10/18	12/14/18
139	Contact MCC about conflict of interest rules	Closed	MH	11/14/18	12/14/18

Materials presented at meeting:
Meeting Agenda January 9, 2019 (presented by: Marilyn Heberling, Chair MCCC)
MCCC 11_14_18.doc; MCCC 11_28_18.doc (presented by: Georgia Kreth, Secretary MCCC)
Jan2019TresRpt.pdf (presented by Rachel Youngling, MCCC Treasurer)