

## Medford Arts Council Minutes: October 20 meeting called to order 7:10 pm

Members present: Michael Bernstein, Maria Daniels, June Holwell, Peter Houk, Alexa Mase, Sandra Shaheen, Will Tenney, Anita Tucker, Joe Walters

1. Reimbursement requests signed.
2. Distribution of application binders, discussion of binder tabs.
3. Distribution of two applications that arrived before deadline but didn't get photocopied/placed into binders before meeting.
4. Discussion of supporting materials. Anita explained in past they were not photocopied or distributed, but used at meetings to clarify applications.
5. Discussion of emailed applications. Guidelines clearly state we only accept mailed, postmarked applications.
6. Discussion of scoring sheets. We can use them in the process this year then evaluate at the end to determine if we wish to formally adopt them. Each member must read and score all valid proposals to prepare for discussion.
7. Individual applications reviewed and discussed. **All questions to be resolved by 11/3 by members as noted.**
  - a. 2009-07: need confirmation from Columbus School that they want program in January. **Alexa will inquire.**
  - b. 2009-25: unanimous vote to reject application. No evidence of connection to Medford. Statewide submission. No interpretive component to proposal.
  - c. 2009-35: unanimous vote to reject application. No local planning. Statewide submission. Discussion of whether group should be connected to relevant local individuals/organizations for future planning. We agreed to pass along information to local individuals/organizations after the grantmaking season, without any explicit or implied Council endorsement. We will send a standard rejection letter to applicant.
  - d. 2009-36: unanimous vote to reject application. No local planning. Statewide submission.
  - e. 2009-38: unanimous vote to reject application. No local planning. Statewide submission. Overestimation of audience.
  - f. 2009-39: unanimous vote to reject application. No local planning. Statewide submission.
  - g. 2009-PASS 09: need to find out what Hero Art is, and venue for event, Is it at McGlynn school? **Sandie will inquire.**
  - h. 2009-14: need application to be signed. It is also addressed to Somerville Arts Council. Did this mean to be addressed to the Medford Arts Council? Chevalier Theater is listed as possible venue. How likely is this? What benefit to Medford if it is not held at the Chevalier Theater? **Peter will inquire.**
  - i. 2009-PASS 04 through 09: All PASS grants from McGlynn school: all need to be signed. Audience served needs to be clarified on each application. **Sandie will inquire.**
  - j. 2009-24: need application to be signed. **June will inquire.**

- k. 2009-22: : unanimous vote to reject application. The program doesn't serve the public directly. We need to be clearer about why this application was rejected for the second year in a row when we send rejection letter. **Responsibility not assigned.**
  - l. 2009-28, 2009-30, 2009-31: three applications from MACI have errors in budget lines. **Will will inquire.**
  - m. 2009-33: applicant's program was well-received last year and has a letter of support from the library this year. We discussed issue of dependency and reviewed MCC rules about year-to-year funding. **Anita will provide list of last three years of funded projects by our next meeting.**
  - n. 2009-20: application for program in summer 2009 is necessarily vague. However, we would like to know what programs they did this past summer with last cycle grant funding, in order to evaluate whether to fund again. **Peter will inquire.**
  - o. 2009-2 and 2009-41: same performers, same venue, different dates. Are these two different programs? **Michael will inquire.**
  - p. 2009-42: unanimous vote to reject application. No Medford venue secured. Mystic Players have also applied, with firmer plans and Medford venue, as well as Medford residents on application.
  - q. 2009-44: applicant provided a thick dossier of supporting materials, but we are not clear on which Medford schools are served, and why letters of support didn't come from all those schools. What is actual audience for program in Medford? Master classes would seem to serve many fewer students than a multidisciplinary performance program as they describe. Which one is likely to happen? Discussion that this grantee established a very good program in past years. **Peter will inquire.**
8. Discussion of awards/rejection letters sent to PASS grant applicants in past years. Joe: last year Robin sent rejection letters. **Resolve to send outcome letters to all PASS grant applicants.**
  9. Discussion of whether we award funding to applicants who are holding fundraisers. We identified a gray area: most art events raise money. Jingle Bells concert raises money for a third party. Is it a problem when the grantee is raising money for a third party? **Resolve to discuss with MCC.**
  10. Facesheet needed for this year's grants. **Joe will create and distribute.**
  11. Determination that we should not score the applications with outstanding questions until those questions are answered.
  12. Next meeting will be Monday night November 3, 7 pm at Medford City Hall, room 201.

Meeting adjourned 9: 20 pm  
 Respectfully submitted  
 Sandra Shaheen