

Mansfield Local Cultural Council
6 Park Row
Mansfield, MA 02048
July 12, 2021

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TOPIC	DISCUSSION	ACTION
Call to order: 7:30 p.m.	Eileen Cusack, Chair	
Attendance	<p>Present Eileen Cusack, Chair Melanie O'Malley, Co-Chair Jean Mallon, Secretary Marc Clamage, Treasurer Semirah Dolan Sharon Friedman Gail Gilman Kelly Ann Kelly Linda Ramirez Vivian Webster</p> <p>Absent: Diana Bren Abraham Mercy</p>	
Secretary's Report—Minutes	June 7, 2021, minutes were approved. Motion made by Sharon; seconded by Gail.	Unanimously approved.
Treasurer's Report	<p>Balances as of July 1: Town Account \$6,500 FY21 allocation State Account \$15,530 Gift Account \$1,210</p> <p>Warrant to be submitted for Grantee Reception Expenses in the amount of \$171.85.</p> <p>Warrants to be submitted for grant reimbursement for Combating Hate and Prejudice; Henry the Juggler, MMAS Online Project, and Hip, Hop Chair Exercise.</p>	
Family Fun Night	A Task Force made up of Vivian, Linda, and Kelly developed a plan for the LCC's table (booth) for Family Fun Night. Planning included consideration of 4	



	<p>aspects to increase community interaction:</p> <ul style="list-style-type: none"> *Attract people to stop at booth—Bubble machine *Hold the attraction—Marc drawing and kids painting on their small canvases *Keep the parents involved—Complete short survey *Take-away—Leave with a brochure and canvases <p>Vivian created a Signup Genius for the event.</p>	
<p>Local Cultural Council Project Mail Drop Boxes for Art (Relay Boxes)</p>	<p>Eileen is working with Nancy Wall of the Keep Mansfield Beautiful Committee (KMB) on this project. Five relay boxes have been located, and the Select Board has given its approval to move the boxes. DPW may be approached to move the boxes if that is what's needed. Guidelines for artist participation and re-location of boxes will be determined with KMB as part of the town-wide contest development. Discussion shifted to the possibility of art on the Jersey Barriers between Fulton Pond and the Bank Parking Lot.</p>	
<p>Grantee Reception Debrief</p>	<p>Planning done by Melanie O'Malley, Semirah Dolan, and Linda Ramirez, guided by Eileen Cusack, contributed to the success of the event.</p> <p>For next year, work on:</p> <ul style="list-style-type: none"> Cleaning up data base after award letters are distributed to ensure that the correct person receives the invitation and that the information on the certificate is accurate. Coordinating the certificates given to the presenter with 	

	<p>grantees in attendance Looking for alternate location in the event of inclement weather Demarcating the event area with festive adornments to draw the public.</p> <p>Positives: Short performances were entertaining All recipient spoke about their projects 30 percent of grant recipients attended Outdoor venue attracted the public</p> <p>The team did a great job with planning and implementing the Grantee Reception. Kudos and thanks to all.</p>	
Publicity	<p>Kelly reported that the Sun Chronicle and Wicked Local ran articles about the Grantee Reception. The suggestion was made to include pictures with the press releases.</p> <p>Eileen shared that Kayle Fredericks, a Mansfield HS student, will be joining us as a non-voting Social Media Intern. Kayle will be charged with boosting our social media presence.</p> <p>Development of a shared Google Drive was discussed. The shared Google Drive would provide storage for photos, templates for press releases, quick checklists for events, and grant spreadsheets. More discussion is necessary.</p>	
Unfinished Business	No updates from: Downtown Committee	

	Cultural District Planning Board	
Next Meeting	Monday, September 13, 2021, at 7:30 p.m. in Room 2A/B.	
Adjournment	Meeting adjourned at 8:55.	Unanimously approved.

Minutes approved at the September 13, 2021, meeting.

Respectfully submitted, Jean Mallon, Secretary

Jean Mallon