

Melrose Cultural Council: Meeting Minutes**Thursday, January 9 at 7-8:30 - The Worklery****Attendees:** Oren, Clio, Nick, Elizabeth L, Jenne, Sarah, Lily (virtual), Elizabeth B (virtual)

- **Public comment:** no comment
- **December Meeting Minutes – Vote:** approved
- **FY24 Final Reports:**
 - 5 outstanding: **ACTION:** assigned to members to be in touch with orgs
 - ~~Beethoven Society: Nick~~
 - ~~MelroseKind, Franklin School: Jenne~~
 - Folk Arts Center: Elizabeth B
 - GBSC (confirmed in process): Sarah B
 - Next steps in looking at impact - collecting data & developing another info card: once all have been received, Sarah will start to pull data together
 - Know that we may see a hit on municipal dollars from City Hall in the coming months, it could be a useful tool
 - Elizabeth L's reimbursement still has not been mailed - Lily confirmed it was sent complete
 - **2025 Postcard:** survey facts?
- **FY25 Grant - Liaison Assignments:**
 - Assigned Liaisons for the FY25 MCC Grants - captured on [Tracking Spreadsheet](#)
 - **ACTION:** Send Liaison Intro Email using [Template](#)
 - Received 3 agreements and W9's already - Sarah will sign and send to Lily for processing (in batches)
 - Announcement of 2025 grantees
- **Spring Grant Cycle:**
 - Notes from decision captured here: [Spring Grant Cycle \(FY25 only\)](#)
 - How do we collect applications? Google form, Elizabeth B agreed to start pulling together
 - What questions to ask? Similar/same questions as Mass Cultural Council applications
 - How do we promote? press release, social media, newsletter, Update website including [Apply page](#), outreach to other Messina recipients from past - can we update Messina website on city page?
 - Must use funds by July 1 - make application window February 1 - March 9 (5 weeks)
 - Creative Alliance will want funding for Summit
- **New Membership:** discussion about filling open positions on Council
 - Do you know anyone who would be interested? What are the skill sets we have lost through recent departures? - Look for more diverse members, those interested in **community networking** and events that have public access hosted by the Council such as a **grant writing workshop**
 - We can always use more help around **social media and fundraising**
 - Time promotion with Arts & Culture Summit (end of March), review previous practice in Onboarding timing
 - Planning for 2025 Student Membership - need someone to replace Laura in finding applicants (Oren?)
- **Melrose MLK Day celebrations:** the MLK Committee is looking for volunteer and program opportunities this MLK Day (January 20th) - discussed opportunity for people to get involved individually this year - **how can we engage with them in the future?**
- **Other Items:**
 - **Creative Alliance Arts & Culture Summit** (planned for late March 2025): This year's summit will explore how the arts and culture community plays a vital role in fostering resilience during challenging economic times, offering a space for reflection, connection, and creativity. Once again, we will highlight the power of collaboration between the arts and local

businesses—something we know can create lasting economic opportunities for both. We plan to involve local economic development professionals and Melrose residents who bring valuable expertise and knowledge to the subject. **ACTION: Discuss engagement further with Jim**

- Update [MCC Calendar](#) (Jenne agreed to review)
- Elizabeth Lohnes has agreed to be our new Secretary
- Explore time to do a council outing
- No one has received communication regarding the Conflict of Interest training
- **Adjournment (8:20pm)**

Actions:

- ~~2025 grantees: newsletter (Sarah) and press release (Jim)~~
- **Spring Funding Cycle:** application (Elizabeth B—complete), press release (Jim)
- **New Members:** press release (Jim)
- ~~Update Messina website: <https://www.cityofmelrose.org/melrose-messina-fund> (Sarah to Lauren)~~
- **Reception for 2025 Grantees:** once we have the postcard complete, invite the mayor and Lauren