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By City Clerks Office at 11:30 am, Sep 03, 2025

Feb 13, 2025 | 📅 MCC Monthly Meeting

Attendees: Elizabeth Lohnes Lily Kaufman Nicholas Gleason Jenne Rayburn
Elizabeth B. Jim

Attached files: 📄 MCC Meeting Agenda 2.13.25.pdf

January Meeting minutes were accepted.

Update on FY24 Final Reports & Impact Statement

- Outstanding: Melrose Community Dancing and Greater Boston Stage

Update on FY25 Grants Agreements & W-9 Submissions

- Beethoven Society, Red Hawk Rumble, MSO still outstanding
- We have submitted 21 out of 24 requests for payments. Everything is organized in [Agreements and W9's for the city](#). Marissa Cataldo (mcataldo@cityofmelrose.org) is our city contact.

Sidenote: Although things are tight for the city, the mayor is hoping to have \$20k in funding for us for next year.

Discussion on 2nd FY25 Funding Cycle & Process

- Press release is ready!
- Press Release details:
 - Will run Mon Feb 17 to Fri Mar 28
 - Second funding cycle will total \$5500
 - Grants will be in the \$250-\$1000 level
 - Eligibility and prioritization are the same as the first wave
 - Press release will be ready to send out on Monday

Update on New Member Solicitation

- Proposed solicitation period: Mar 3 – Apr 11. This will overlap with the Arts Summit, where we may be able to meet people and ask them to be on the council
- Running this the same way as previous years: asking people for a short bio and statement of interest.
- Members of the group should ask people to apply if they know of people who may be interested!
- Looking specifically for people with web design, public relations, digital marketing and communications, event management, grant writing, local government, community outreach and engagement, etc.

Reception for FY25 Recipients

- Date: looking at late March (maybe Mar 27?)

- Catered?
- Paperless post invitation to come from the MCC

Art Summit—MCC Role & Participation

- Mar 29, 2025 9:00 AM EDT at the Melrose Knights of Columbus
- Meet and greet with breakfast. Mayor will kick it off.
- Panel will answer questions around the theme of resilience—creating community through partnerships between public and private entities. (There is a deep anxiety on the part of arts and culture organizations that their funding will be cut.)
- MCC will be a sponsor, but it is also good for us to be present and seen there as a grant-giving organization.
- There will be breakout sessions that we can participate in as well

Sidenote: 175th Melrose Celebration: May 5, Memorial Hall

Action items

- Lily Kaufman will follow up with Melrose Community Dancing about FY24
- Sarah Bolha will follow up with Greater Boston Stage about FY24
- Clio Mook will follow up with Red Hawk Rumble
- Nicholas Gleason will follow up with the Beethoven Society and the MSO
- Elizabeth B. will list the questions at the beginning of the application so that applicants can see all of them before beginning. She will also suggest a subject line for people to submit additional documents by email.
- Jim will tweak things on the “how to apply” page and send out press release on Monday
- Jim will reach out to Oren and Clio about finding new student members
- Jim will send out request for new members soon
- Elizabeth B. will send out a Paperless Post invitation for FY25 Recipient reception at some point (tentatively Mar 27)
- Jim will contact Mel to see if the Worklery is available, and also check on catering.
- Elizabeth Lohnes send an outline to the group about refreshing the website

Meeting adjourned at 8pm.