

WINCHENDON CULTURAL COUNCIL

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Meeting Minutes

Approved: August 21, 2024

Date: Wednesday, July 17, 2024

Time: 5:00 pm

Place: Winchendon Town Hall, 4th Floor Conference Room, 109 Front Street and via Zoom

Present: Joanna Draugsvold (Treasurer), Alexis Chanthachack, Renee Eldredge, Linda Dellasantana, and Dani Culter

Absent: Molly Velasco

A meeting was called to order at 5:05 pm.

Public Comments

We welcomed Marybeth Haywood from the public, who is interested in joining us. There were no other public comments.

Member Comments

It was noted that Marybeth Haywood is still interested in joining the cultural council.

Minutes

Linda moved to approve the minutes for June 5, 2024; Joanna seconded. The minutes were unanimously approved.

New Business

We reviewed and discussed the Cultural Council's responsibilities and roles, as well as our plans for the next period. Renee shared the Excel spreadsheet with interested and potential members. This will help us stay on track and maintain a standing list of people to invite to meetings and join.

The council also discussed the idea of having a single generic email. This approach ensures that no individual's email receives direct messages, thereby simplifying role transitions. Dani agreed to set up the email. We decided that using Gmail would allow us to easily organize and store information in Google Drive.

We discussed the leadership responsibilities within the council. After much discussion, we decided that having co-chairs instead of one would be better. Dani and Alexis both shared an interest in being co-chairs. Alexis did say she will reach out to Deb Deniss to see if the town has any written "job descriptions," while Dani reaches out to Jill. We also discussed other leadership roles that could benefit the council.

Everyone unanimously agreed to postpone appointing new leadership until the next meeting. Renee made the motion, while Joanna seconded.

Old Business

We decided that utilizing social media to increase the cultural council's visibility in the town would be beneficial, as it could potentially attract more individuals to apply for grants and attend events. Dani agreed to create a Facebook page and take charge of it.

We had a lengthy discussion about the website's design and how we can provide the public with valuable information. Some ideas we discussed included adding a FAQ, creating a link for

interested members, providing direct links to the application, updating our list of funded programs, and providing links to our social media and email platforms. Alexis said she should be able to revamp the website, but a system error prevented her from doing so. She stated that she has reached out and will reach out again to Deb Dennis at the town manager's office and will do so again to resolve the issue.

We also discussed using other community rooms throughout the town to foster unity and potentially increase our visibility.

Set Agenda for Next Meeting

The next meeting is set for August 21 at 5 pm. The Council can change the frequency and standing day/time of future meetings.

Adjournment

Linda moved to adjourn, and Dani seconded. The meeting was adjourned at 6:01 pm.