

Harvard Cultural Council
Meeting Minutes Thursday, January 18, 2018 6:30 PM
Town Hall, Harvard MA

Present: Lucy Clerkin, Edie Joyce, Dave McLellan, Maren Caulfield, Jeff Boudreau, Catina Hayden

Ø At end of Dec 17, one recipient had not submitted receipts. Bromfield PTO for Shakespeare N.E. tour

- o Event happened but no submission
- o Promised a newsletter article
- o Didn't fulfill requirements, didn't acknowledge HCC
- o There was 12/31 deadline to submit
- o Catina: there was a precedent set before. Write a letter to newspaper
- o Lucy will check with Lisa Simmons

Ø Financial report:

- o Two grants incomplete
- o Edie: denial letters went out
 - § Wait 15 days
 - § Annual report
 - § Approval letters
 - § Edie filed report

Ø Reception discussion

- o Location debated, decided on Town Hall after some research into various options
- o Collaborative would charge us money
- o Jeff asked about gratis
- o Date decided April 5, 7:00 PM
- o We supply refreshments
- o Use e-invitations: Dave will put together and monitor invitations
- o Maren will do press release
- o Guest list discussed, final invitation list attached

Ø Member recruitment

- o 3 members leaving: Lucy!, Catina, Edie

Ø Press release announcing grantees to be done in February, Maren?

Approved 4/5/2018