

## **Wakefield Arts Council**

**Tuesday, August 10, 2021 at 7:00 pm**

**Meeting Location: Virtually Through Zoom setup and posted by Town of Wakefield**

**Members Present:** Caroline Lieber, Kathleen Cain, Colleen Getty, Diana Kennedy, Ira Cummings, Lori Dupuis, and Stephanie Martinovich

**Members Apologies:** Jamie Hale, Sarah Guerin

**Agenda Item #1:** Approve Meeting Minutes from last meeting

**Discussion:** All received after completed. No changes needed.

**Action:** Minutes were approved unanimously by then-current members Caroline, Kathleen and Colleen.

**Agenda Item #2:** Council Priorities

**Discussion:** Caroline introduced the council priorities and screen-shared the survey questions from 2018. She suggested we add a list of programming that we've funded that participants can check off vs having to know what events and initiatives were funded by the WCC (now WAC:) and listing them. We would make this year's survey available in both digital and paper formats as was the case previously.

- Ira asked about looking back at past survey responses. Caroline agreed that seeing those results would be helpful and would try to find them.
- Diana suggested adding a check box for art space and event space.
- There were two topics that were introduced as part of this survey but then agreed to by the group that they seemed more in line with criteria that would be an in-house consideration when approving grants vs part of the list of written priorities. Those were:
  - Putting a cap on the # of years a group can receive funding consecutively
  - Should groups have a venue listed and a date scheduled
- Question #6 was open ended but seemed to pose two different questions: What types of programming and what feed back.
- Kathy suggested perhaps add a second questions after #3: What types of programs would we support.
- Colleen asked if we should include the current listed priorities as part of the survey, which is something we did not have available for the last survey.
- Caroline explained to group that when we have a list of priorities it makes it easier to be more specific in our denials letters as to why a project or event did not get funding.
- Lori asked what percentage gets approved. Caroline said it changed according to amount of money to grant and number of applications. But, that is a question we have asked ourselves in the past: Do we want to fund fewer projects more fully or fund the maximum amount of projects with lesser amounts?
- Stephanie suggested keeping priorities broad seemed like a good thing. There was much agreement within the group about not making things too specific and therefore deterring projects. Accessibility was mentioned as a very important priority.
- Diana asked about a secondary set of criteria and after some discussion it was discussed that the priorities that are stated would benefit from being broad while certain criteria that would be discussed among the group during decision time would remain specific but up for discussion and easily changed as the group saw fit, but that would be information we would have no problem sharing during information sessions, etc.

- Colleen found a priority on the Melrose CC website that might be a model for what we want to convey: Priority is given to applications from Melrose organizations, individuals, and organizers. This might help encourage out of town artists who send applications with no local collaborative group or venue to seek that out prior to applying, but we may want to word it differently.
- Once we get the survey results from this most current survey we will create the priorities from them and post online for applicants to view.

**Action:** Priorities need to be available to applicants—and so changed by us—by August 31<sup>st</sup>. Ira has experience with survey monkey and can create the survey. Caroline will send the survey link to Sarah and to Jennifer McDonald once it is ready to post to facebook and the town website. Diana will do a quick press release to send to papers and post on Patch. Kathy will transcribe the survey that is only a photo currently. Caroline will send list of programming to Ira to include in the survey. Caroline will send a doodle to schedule a meeting—possibly August 30<sup>th</sup> and get the priorities posted online in time for applications September 1<sup>st</sup>.

**Next Meeting:** Unscheduled currently, but possibly August 30th.

**Minutes Prepared By:** Colleen Getty