

NMCC Minutes

October 13, 2011

The meeting was called to order at 4:15 with most members present at various times. The Agenda and last meeting's Minutes were distributed. The Minutes of the September 8th meeting were approved.

Treasurer's Report

Tom Weeks gave the Treasurer's Report which is based on June 30th trail balance from The Town. Total, unencumbered funds on hand, is \$11,520. Tom noted that the grant for the current year will be reflected after approval of the Town's numbers, by the State. Tom also noted that \$1100 in grants from 2010 has been disencumbered and that the \$1000 balance in the Town account is the FY2010 appropriation. Maureen noted that the LCC allocation for 2012 is not yet reflected in the closing balance but will be so in January. The Treasurer's Report was accepted by Members.

Grant Cycle

Nikki noted that only seven grant applications had thus been received. Several members confirmed that, historically, most are submitted at the "last minute".

Three packets of the applications will be available to members for their review: one that remains in the Library and two that can be checked out and reviewed at home. Barbara asked that checked out packets be kept no longer than overnight.

Two applicants, who will be applying for multiple grants, asked if they may submit one application with narratives and budgets for each separate grant request. They request this so that they may avoid the repetitive task of filing in the organization/applicant's information on several application forms. The merits and concerns of this were discussed and the members agreed to allow it for this year as a test.

Louise reviewed the evaluation process and criteria. All members will review the applications and use score sheets as reference for discussion. Each person's evaluation of applications should have an award total of \$11,000, the NMCC award goal for 2012. Maureen noted that no longer are resumes required from the artists. Susan asked if new projects are favored. Maureen confirmed this with the reasoning that the MCC does not want organizations to become dependent on NMCC grants.

Members will meet to discuss application reviews on Thursdays, November 3rd and 10th at 4pm.

Follow-up Item: Rather than meeting at the Library, Barbara will try to secure use of Town Hall in case the meeting may run later than the Library hours.

Facebook

Michele followed up on the idea of creating a Facebook account for the NMCC. The benefits are increased communication to raise awareness of events, award application process and deadline and the community benefits of the Council's work. On FB, this can be done through messages, invitations and photos. A friend, who uses FB for

a non-profit organization, has agreed to help direct the setup of the account. In the meantime, Michele requested a photo or logo.

Follow-up Items: Maureen will provide a digital image of the NMCC logo to Michele. Michele will continue, under guidance, to develop the NMCC FB account.

Old Business

On behalf of the Village Association, Louise explained that a concert, for which the Association received a NMCC grant, was cancelled on the date of the hurricane. She requested that the grant amount be carried forward. Maureen explained that some local councils have accepted reimbursement forms, in a following year, under similar circumstances. This is not procedure. The Village Association can be given an extension. This was so moved and approved by members.

Follow-up Item: A letter of extension needs to be sent to the Village Association.

Regarding Burritt Day, Tom said that he has received a check for the bike in the silent auction. In total, he estimates that Burritt Day was a \$1000 loss.

Joyce reported that the Ladder Sign Committee has installed its first replacement sign, located in Southfield. This was made possible by an anonymous \$4000 donation.

New Business

Louise suggested that, as last year, a letter be written to past and potential donors. Last year, the campaign of 75 letters brought in \$2500. The cost is minimal, mainly postage. Louise volunteered to write the letter. This was so moved and approved.

Follow-up Item: Louise will write the letter to past/potential donors.

The meeting was adjourned at 5:15pm

Respectfully submitted,
Michele Shalaby, Secretary