

Holliston Cultural Council Minutes

Date: August 23, 2017

Present: Lee Kauffman, Kent Kissinger, Heather Kemp, Richard Morse

Absent: Walter Czarnek, Anne Hoyer, Rachel Chambers

Meeting called to order

- Council unanimously approved minutes of June 14, 2017 meeting
- Heather Kemp discussed the purchase of two signs to be used at our sponsored events. We voted to approve this motion and approved \$480 to fund the project.
- Kent agreed to contact the 'Arch' project committee and see if they could supply us with artwork that we could use for our signs.
- New Business:
- Lee Kauffman advised us that she will be moving out of Holliston sometime this fall and will put together a written job description for the Treasurer position. Richard Morse has agreed to replace Lee when she resigns.
- It was agreed that all officer positions should have a written job description on file.
- Lee Kauffman agreed to complete the financial report due October 15, 2017.
- We agreed that we will design and disseminate flyers announcing the grant process for 2018 and the online process to complete the requests.
- Our new contact at Mass Cultural Councils is Mina Kin.
- Discussion of 2018 required Community Survey.
- Old Business:
- Heather has invited a neighbor who is interested in joining the Holliston Cultural Council to our next meeting.
- We are actively looking for new members to replace Scott Closer, Anne Hoyer and ultimately Lee Kauffman.
- Meeting was adjourned

Next scheduled meeting is Wednesday September 20, 2017 at 7 pm.

These minutes were approved at the September 20, 2017 meeting

Submitted by Kent Kissinger