

Lowell Cultural Council
Tuesday, January 23, 2018 6:30pm
Mayor's Reception Room
Lowell City Hall

In attendance: Jerry Bisantz, Maxine Farkas, Laura Frye, Christina Khem, Bianca Mauro, Fru Nkimheng, Joe Pyne, Justin Sultzbach, and Roberto Dei

1. Reimbursement review: There weren't any reimbursements to review
2. Discussion and vote on grant extension requests:
 - a. Peg Shanahan: Council discussed and determined that the requirements for completion have been met. Grant extension is not necessary.
 - b. Franky Descoteaux, The Mill Dames: Council discussed and voted that a grant extension is not approved
 - c. Roger Ticknell, A Winter Solstice Celebration: Council discussed and voted that a grant extension is not approved
 - d. Lowell Heritage Partnership, 30 Years of Angkor Photo Narrative Book: Council discussed and voted that a grant extension was approved.
3. Lowell Cultural Council Grant Reception:
 - a. Thursday, March 29, 2018 in the Parker Gallery at Whistler House from 6-8 PM
 - b. Invitation list: 2018 Grant Recipients, Lowell Cultural Council Members, Lowell City Council, Lowell City Manager, Massachusetts Cultural Council representative
 - i. Roberto will email invitation
 - c. Joe Pyne to handle details of the reception.
 - d. Jerry Bisantz volunteered to bring sound system for background music and speaking microphone.
 - e. Maxine Farkas will handle production of the program and Council Member identification buttons.
 - f. Bianca Mauro suggested utilizing Facebook Live during speaking portion of event.
4. Review of press release for grantee announcement: Council members were asked to review press release at home and email if they have any edits.
5. Website discussion:
 - a. www.lowellculturalcouncil.org, a WordPress website is due to expire. Council voted to let website expire, but purchase domain name for future use.
6. Review strategies for using social media:
 - a. LCC Facebook page has been active recently. Recent video featuring Jeff Caplan was viewed 4,600 times and shared 26 times.

- b. Reminder for all Council Members to “like” and “share” LCC Facebook posts.
7. Establish committee assignments
- a. Maxine asked Council Members to consider joining a committee:
 - i. Fundraising Committee: Jerry Bisantz and Marianna Wood
 - ii. Reception: Joe Pyne and Maxine Farkas
 - iii. Social Media: Christine Khem and Maxine Farkas
 - iv. Publicity: Maxine Farkas
8. Selection of grantee/council member liaison pairings:
- a. Liaison Program: Each grantee is assigned a Council Member. Council Member will be their contact for the year. Council Member can answer questions, check-in periodically on project, inform other Council Members if project has a public portion, attend public portion if available, and collect photos and information from project.
 - b. Each 2018 grant recipient was assigned to a Council Member as their liaison
 - c. Before Meeting on February 27 Council Member should contact grantee, introduce themselves as their liaison and explain the program.
9. Responses to denial inquiries:
- a. Maxine Farkas suggested that we adjust guidelines for 2019 Grant Application to state that LCC “Prioritizes grants from people who live and work in the Greater Lowell area.”

Upcoming Events:

- 1. Monthly Meeting: Tuesday, February 27, 6:30 in Mayor’s Reception Room, City Hall
- 2. Reception: Thursday, March 29, 6-8, at Whistler House