

Approved 11/9/23 Sarah Dudley

Meeting of Freetown Cultural Council on 10/16/23 at
Freetown Town Hall.

FREETOWN CLERK
REC'D JAN 2 2024 PM3:14

Present were Jeannine Ludovicz, Courtney Brightman, Sarah Dudley, Nicole Davignon, Jay and Abby Michaels and Donna Motta (via conference call.) Samantha Gomes and Jesse Dubuc attending as guests. They are awaiting approval of their letters of interest to the Selectmen.

Meeting was called to order at 5:18 PM when a quorum was present.

Minutes of 7/13/23 meeting were read and approved with a slight correction in a name.

Courtney Brightman gave update on Treasure's report which is due to MCC on 10/17/23. As a few recent grants have been processed, she wants to check our balances with the Town Accountant to make sure the balances match, then she will submit the report required to the MCC.

Samantha Gomes and Jesse Dubuc were welcomed as new members. The functions of the FCC were reviewed and they were advised that upon receiving approval letters from the Selectmen, they must be sworn in by the Town Clerk and complete the online Ethics course before attending future meetings as voting members.

It was noted that the deadline for grant submissions is this

week and we should be able to access them to view after 10/18/23. There followed a discussion on how difficult the MCC website is to navigate. All Council members have had trouble using it. Jay Michaels advised that setting up a new MCC email has been helpful in circumventing issues with navigating the site.

We briefly discussed the January deadline for submission of grant awards to the MCC. At our next meeting we will set date for the last week in December or first week in January to do grant awards.

The question was raised about our Council's priorities have been posted per MCC. Abby advised our priorities were posted last year and stand for this year. They stand year to year unless changed.

Jay's suggestion about creating a new MCC email account led to a discussion on who will monitor the FCC emails. Nicole advised that all Town servers are being replaced and all emails will now go through an Outlook account. Each office and Board will have one account. She wasn't sure but believes only one person per office or Board will have access to the email account. Date for completion is unknown.

There was a brief discussion on who will be assigned for this task. Should it be a secretary function or treasurer as grants sometimes come through FCC email. A decision on this was tabled to the next meeting.

A motion was made and seconded to elect Sarah Dudley to the position of secretary. The vote to elect her was unanimous. Sarah will work with Nicole on access to our Facebook page. Abby will help Sarah on mechanics of posting meeting agenda on the Town homepage.

A discussion was held to frame up plans to decorate the Town Green for the holidays. The date for the Tree Lighting was set for December 3rd. Time to be determined. Sarah will post this on Facebook.

It was decided to start decorating earlier this year to avoid the weather related issues that hampered efforts last year. We will start putting up garland on November 5th and continue on weekends throughout November.

Jeannine advised she has spoken with Ms. Ferreira, NHS coordinator at the high school about asking NHS students to help as part of their community service hours requirement. She was very happy for them to get this opportunity. Jeannine mentioned she has already been contacted by 2 NHS students.

Jay Michaels questioned if some sort of liability form or permission slip would be required for their participation. Sarah advised that NHS students are assisting the PTO with Trunk 'R Treat this year and they had a form to sign. Sarah will ask the PTO Chair for a copy. Jay advised he would contact the Town Administrator for a form we can use. It was noted it will be helpful to have this by Halloween as we

already have students expressing interest in helping.

Courtney will advise the Selectmen's office of the date for the Tree Lighting. She will also arrange for Santa's ride on the fire truck. Jeannine has emailed and called Kevin Desmaris to see if the Santa used in the past is available as he was away last year. Kevin has not responded. Jeannine asked Abby and Jay if their friend, Dave, would be willing to do it again this year. All Council members felt Dave was fabulous with the children as Santa last year. They will ask him.

A brief list of tasks to be done and items needing to be ordered, i.e. extension cords and lights, was made. This will be discussed in greater depth at our next meeting. Sarah will post a call for volunteers on Facebook.

It was decided to table approaching Selectmen about a Celebrations Committee until after we have met for grants appropriation.

A review of the FCC sponsored car show at the Freetown Historical Society on October 8th. Jeannine and Courtney attended and John Remedis was the MC and disc jockey. The show was well attended and a great success. Tentative plans were discussed to do another next summer.

A thank you letter must be sent by the secretary to Dunkin Donuts in Berkley for providing the coffee and donuts for the event.

The next meeting of the FCC was scheduled for November 8, 2023 at 5:15 PM at the Freetown Police Station. Courtney will contact Lu-Ann in the Selectmen's office to book it.

All business being concluded, a motion to adjourn was made and seconded to adjourn. Meeting adjourned at 6:08 PM.