

**Warwick Cultural Council Meeting Minutes
for August 28, 2023 from 7:00PM until 8:13PM**

For Town Clerk

approved with change

11/6/23

Linda Paquet

Members in attendance at posted meeting held in the Warwick Town Hall:

Linda Paquet, Chair/Treasurer
Louise Doud
Nancy Harnden
Sue O'Reilly-McRae
Barbara Thurston, Secretary

The proposed agenda to be discussed:

- 1.) Approve minutes of March 16 meeting
 - 2.) Review results of Community Input Survey
 - 3.) Make any changes to Priorities and Guidelines
 - 4.) Schedule Grant Approval Meeting for late October or early November
 - 5.) Discuss grant reimbursement problems
 - 6.) Any other business/new members
- 1.) Louise moved to approve the March 16 meeting minutes. All members were in favor of approval.
 - 2.) Linda asked if any other member would agree to become the Chair of the WCC because she is currently acting as both Chair and Treasurer. Handling the financial portion of her responsibilities takes a substantial amount of time. She would like someone else to assume some of her responsibilities. No member who was present felt they could assume more duties at this time. It was decided to approach all the members at the next meeting to discuss this matter again.
 - 3.) Discussion of when to schedule the next meeting which will entail approving the grant applications. This year's deadline for receiving the grant applications is October 15th. A meeting at the Warwick Library on Monday, November 6th at 6PM was agreed upon, with a secondary possible date of Thursday, November 9th at 6PM in case Kathy Litchfield cannot attend on 11/6.
 - 4.) The responses to the Community Input Survey were presented by Louise, who incorporated the data into a visual format which facilitated easy comparison of the results. There was a total of 27 responses and a majority of those were collected ~~at the~~ **ONLINE** library soon after the survey was available.
- Warwick Cultural Council Meeting Minutes, 8/28/2023** **Page 2**
- 5.) Community attendance of various programs was discussed. There was an active participation of 65% of respondents attending three or more events in and around Warwick. People primarily learned of events from the Warwick Listserv, the Monthly Newsletter, Email, or Word-of-mouth. Social media continues to have a significant impact on getting the word out and updating changes to scheduled events. Recruiting a person to do further social media advertising was discussed to improve announcement and advertising capabilities for future events funded by the WCC.

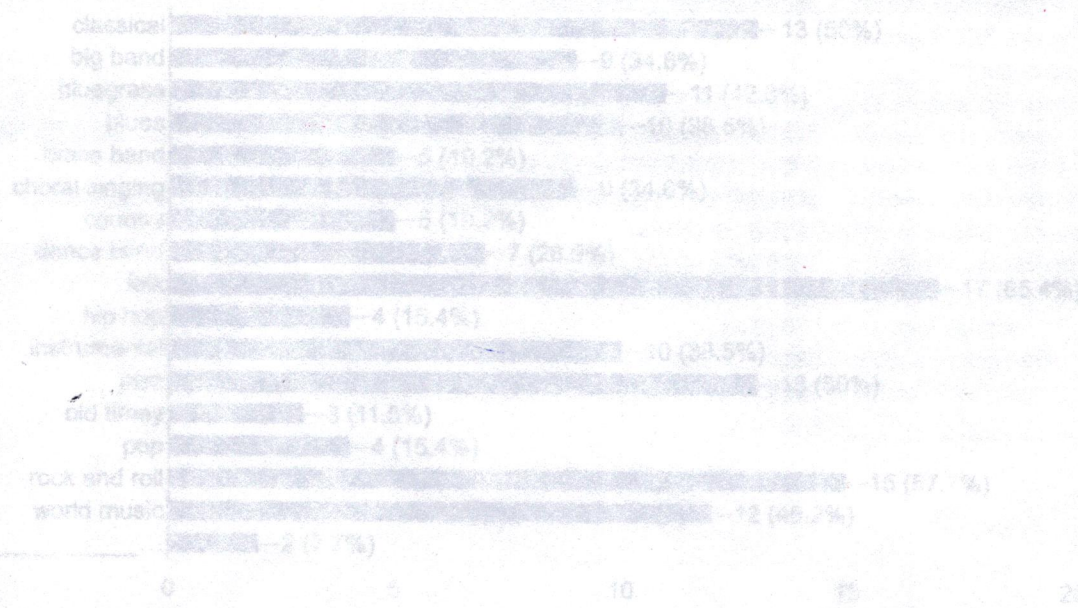
Events that are the most popular in terms of attendance continue to be musical, especially concerts featuring different genres. This correlates with the applications that the WCC tends to receive and approve.

Nancy questioned what initially prompted this survey. Linda responded that the Massachusetts Cultural Council recommends that local councils reach out and query their communities every few years to obtain feedback on their approved programs. The survey encourages two-way communication and obtains input that enables the Cultural Council to better serve their community.

Now that the Warwick Community School has begun, the members agreed that closer communication about their activities and asking for their input regarding events that might coordinate with their curriculum should be initiated.

- 6.) Many changes to the Grant Priorities and Guidelines document were suggested and the question of required town sponsorship for approved events was discussed at length. It was decided to see how this year's application decisions proceeded and then possibly have further discussion regarding the issue of required sponsorship. Edits to the school names were agreed upon and language to clarify or provide additional information to statements in the document was discussed. Barbara will edit and add the agreed upon text to the document for Linda to review and submit before the Wednesday, August 30th deadline to the MCC.

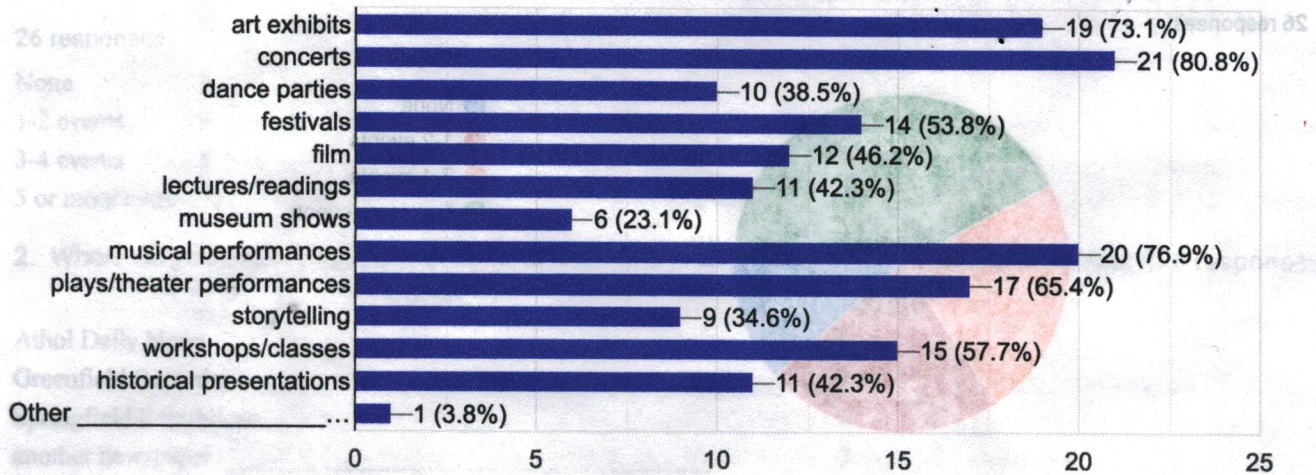
Linda suggested adding the following statement to both the Grant Priorities and Guidelines document as well as to each grant approval letter: "Once an application has been approved, applicants must inform the Council at least



3. What types of cultural events do you attend or would like to attend, either in person or virtually? (Check all that apply)

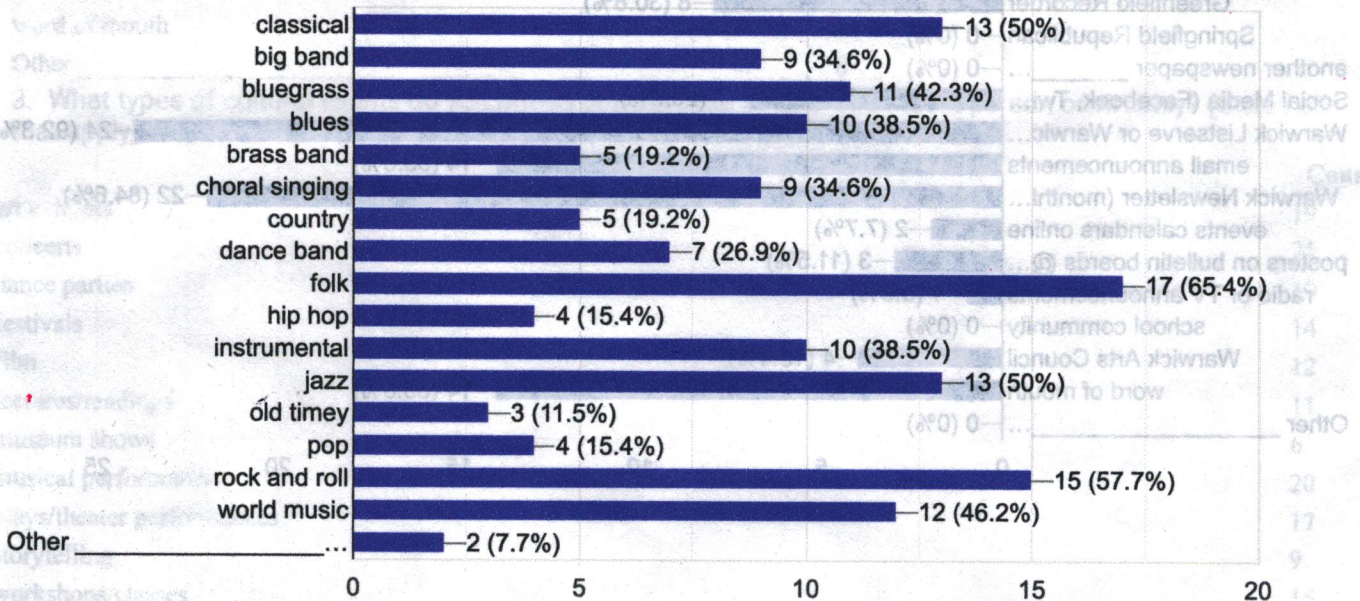
(Check all that apply)

26 responses



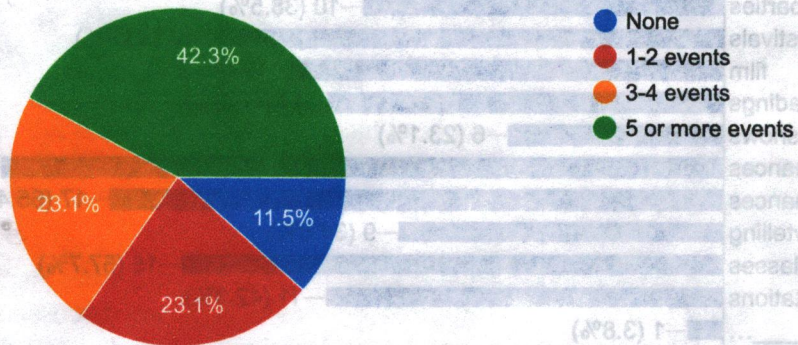
4. What types of music do you enjoy? (Check all that apply)

26 responses



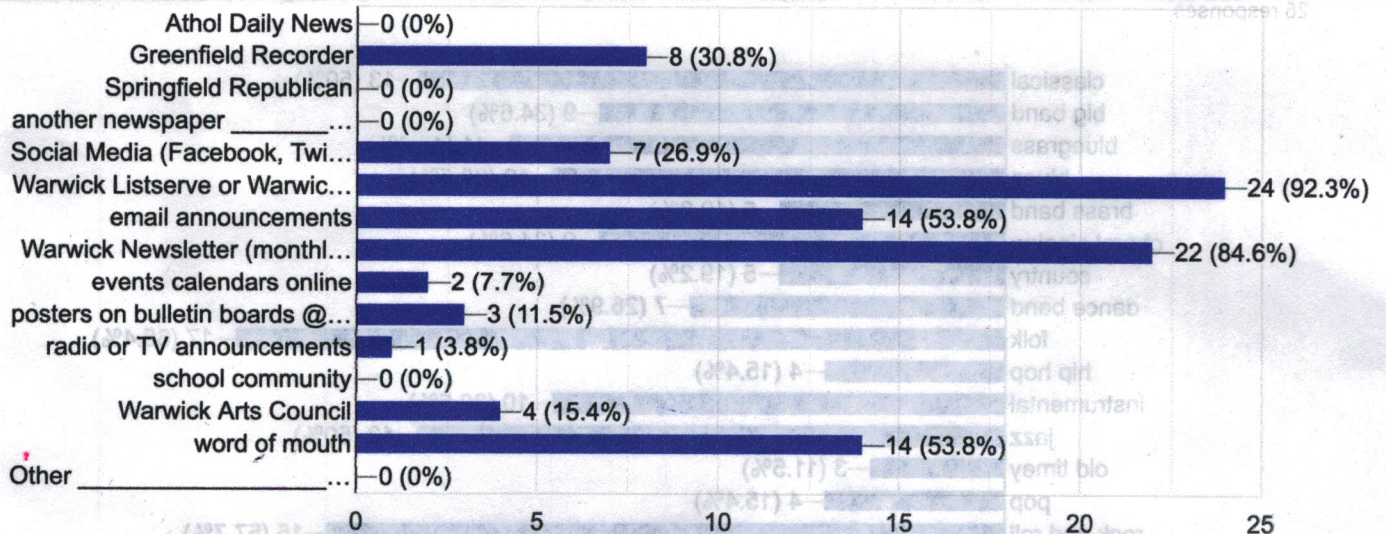
1. In a typical year, how many local cultural events, in and around Warwick, do you attend?

26 responses



2. Where do you usually hear about cultural activities that interest you? (Check all that apply)

26 responses



Warwick Cultural Council Community Survey 2023

27 responses

1. In a typical year, how many local cultural events, in and around Warwick, do you attend?

26 responses

None	3
1-2 events	6
3-4 events	6
5 or more events	11

2. Where do you usually hear about cultural activities that interest you? (Check all that apply) 26 responses

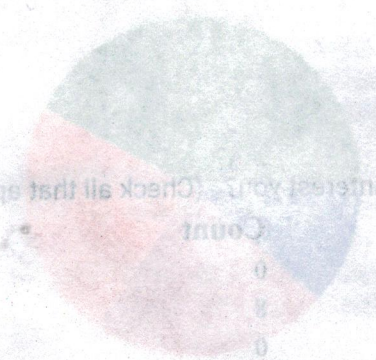
Value	Count
Athol Daily News	0
Greenfield Recorder	8
Springfield Republican	0
another newspaper _____	0
Social Media (Facebook, Twitter, Instagram)	7
Warwick Listserve or Warwick L Facebook alternative	24
email announcements	14
Warwick Newsletter (monthly online)	22
events calendars online	2
posters on bulletin boards @ library, town hall, local merchants, other places	3
radio or TV announcements	1
school community	0
Warwick Arts Council	4
word of mouth	14
Other _____	0

3. What types of cultural events do you attend or would like to attend, either in person or virtually? (Check all that apply) 26 responses

Value	Count
art exhibits	19
concerts	21
dance parties	10
festivals	14
film	12
lectures/readings	11
museum shows	6
musical performances	20
plays/theater performances	17
storytelling	9
workshops/classes	15
historical presentations	11
Other _____	1

4. What types of music do you enjoy? (Check all that apply) 26 responses

Value	Count
classical	13
big band	9
bluegrass	11
blues	10
brass band	5
choral singing	9
country	5
dance band	7
folk	17
hip hop	4
instrumental	10
jazz	13
old timey	3
pop	4
rock and roll	15
world music	12
Other	2



5. Thank you for completing this survey!

OPTIONAL: You may enter your name and/or email address here, or leave it blank.

6 responses

- Kathy Litchfield
- nlharnden@comcast.net
- bgThurston@cathousefarm.com
- Dana Tandy
- Dan Dibble
- Eid.elodie@gmail.com

The Warwick Cultural Council is dedicated to promoting arts and culture in our small but vibrant town. We strive to fund programs that enrich residents of all ages. We help fund projects including Field Trips for the Warwick Community School, Pioneer Valley Regional High School, and Franklin County Technical School, as well as the Library, the Arts Council, the Historical Society, the Council on Aging, and other local and regional organizations.

Residents and artists from the immediate local area are given preference. Careful scrutiny is given to repeat requests with an inclination not to fund the same programs year after year, with the exceptions being organizations soliciting partial funding from a number of communities benefiting from the program. We try to fully fund as many applications as possible; where the decision to partially fund a project is made priority will be given to those projects that are able to move forward with partial funding.

Applicants are encouraged to contact a local organization that would be willing to sponsor their event. Venues and potential dates for events must be listed on the grant application. For example, if the applicant plans to present at the library, the library must confirm in writing, and the confirmation must be included with the application.

Once an application has been approved, applicants must inform the Council in writing at least 60 days prior to their event with the date, time, and location.

Extensions due to extenuating circumstances will be permitted by written request.

Travel and refreshments are not funded.
Applicants will be responsible for their own publicity.
Normal Covid protocols will be observed.

We will try to fund a variety of projects that not only serve many different age groups but also will consistently attract a large majority of townspeople.

4.) The responses to the Community Input Survey were presented by Liaise, who incorporated the data into a visual format which facilitated easy comparison of the results. There was a total of 27 responses and a majority of those were collected at the ONLINE library site after the survey was available.

Warwick Cultural Council Meeting Minutes, 8/28/2023 Page 2

5.) Community attendance at various programs was discussed. There was a survey participation of 65% of respondents attending three or more events in Warwick. People primarily learned of events from the Warwick Listserve, the Monthly Newsletter, Email, or Word-of-mouth. Social media continues to have a significant impact on getting the word out and spreading awareness to scheduled events. Recruiting a person to do further social media advertising was discussed as an important tool and advertising capabilities for future events funded by the WCC.