



TOWN OF UPTON, MASSACHUSETTS
Upton Cultural Council

Minutes

Date: July 27, 2023

Time: 7:00 PM – 9:00 PM

Virtual Meeting

1. Call meeting to order, roll call of members
 - a. Members present: Alice Gentili, Megan Ronzio, Jennifer Conrad, Shelley Glassman, Kate Baden
2. Review agenda, vote to approve.
 - a. Motion - Shelley
 - b. Second - Kate
 - c. Approved
3. Review and approve meeting minutes from June 22, 2023
 - a. [UCC Minutes 06222023 .docx](#)
 - b. Motion - Kate
 - c. Second - Megan
 - d. Approved
4. Treasurer's report [July 2023 UCC Grants spreadsheet](#)
 - a. Funds distributed - \$7084
 - b. UCC funds available - \$856
 - c. Motion to accept Treasurer's report - Jennifer
 - d. Second - Megan
 - e. Approved
5. Update: FY 2023 Grants and dates of events: [July Copy of 2023 Grants Promotion](#)
 - a. All events except BVT Multicultural Festival have been promoted
 - b. Alice will do a recap in August of all the grants to date for social media in advance of grant application advertising
6. Upcoming Grant cycle (September):
 - a. How to promote it - social media, local paper, reach out to local schools
 - b. Hang banner hanging on town property (request needs to be made to town manager)
7. Discussion on what event UCC can bring forward that most benefits the community.
 - a. Kate: update on library

- i. Art display hanging system has been purchased
 - ii. Need to provide language for the plaque
 1. "The Upton Cultural Council is a local agency funded by the Mass Cultural Council, a state agency." is the official language when funding is through MCC
 - b. Megan: update on Genealogy workshop
 - i. Considering presentation on either a week night or a Saturday morning in early October
 - ii. Do people need to bring anything?
 - iii. Motion - to accept grant proposal, to add another program (2 total) if budget allows and Seema is available - Alice
 - iv. Second - Kate
 - v. Approved
8. FY24 Council members and open positions
 - a. Chair and Co-Chair Treasurer
 - b. Secretary
 - c. Social Media Manager
9. UCC FY24 Priorities
 - a. Get info from Megan - via email
 - i. Megan's draft 7/23: [Upton Cultural Council.docx](#)
 - b. Motion - Shelley
 - c. Second - Alice
 - d. Approved
10. Fundraising and UCC promotion:
 - a. Heritage day (9/30): table fee waived. We would need to start on fundraising materials ASAP.
 - b. We can make coasters, should we order more glasses? Maybe the market is saturated? Need about 3 weeks to process the order for glasses.
 - c. Is there another way to fundraise that doesn't include selling something such as a 50/50 raffle
11. Public Comment: Members of the public may present concerns regarding committee work or resources for additional investigation or other matters
 - a. No public comment
12. New Business: Any matters that may not reasonably be anticipated by the chair that could be raised during the public comment period, by the public through any other means, or by other members of the committee.
 - a. No new business
13. Set the next meeting date – Up for discussion: Tuesdays or Thursdays?
 - a. Tuesday 8/22
 - b. Tuesday 9/19 (third Tuesday)
14. Vote to Adjourn
 - a. Motion - Megan
 - b. Second - Shelley
 - c. Adjourned 8:30