



Needham Council for Arts and Culture

Meeting Minutes
7:00 PM January 07, 2025
Location: Great Plain Room

- Roll Call

- Present

- Joni Schockett
 - Heather Simmons
 - Kavita Deodhar
 - Steven Dornbusch
 - Ronna Perlmutter
 - Wendy Segal
 - Jean Klugman
 - Tracy Lin
 - Abby Bernstein
 - J.P. Cacciaglia

- Not Present

- Michael Niden
 - Manya Hughes
 - Christine Mawhinney
 - Seona Standard
 - Amy Lam

- Approval of prior meeting minutes

- Treasurer's Update

- Fiscal Year 2023-2024

- Encumbered funds at the beginning of the cycle: \$5,984
 - Reimbursements processed in November : \$3,819
 - Reimbursements processed in December : \$1,000
 - Balance of encumbered funds: \$ 1165
 - There were two final grants pending. Paperwork for both was submitted. J.P. will confirm if these were processed. If so, all funds for FY 2023-2024 were exhausted.

- Fiscal Year 2024-2025

- Reserve funds (SideArt funds) = \$3,301.53 - these are not included in the funds available for grants. They fall within the Town funds, but are set aside separately.
 - Available Town of Needham discretionary funds: \$18,300

- We have an **available balance of \$15,284** after we reimbursed Mia \$7,000 for the mural (using \$5084 of ARPA funding and \$1016 from Town funding) and after setting aside \$2,000 in funds for the wrap-around mural. **These expire on June 30, 2025.**
 - **Available MCC funds: \$9,400.** These expire on December 31, 2025.
 - We have **\$1,759 in roll-over** from past funds available to us.
 - The available total funding for this grant cycle is: **\$26,443.**
 - The NCAC voted to reserve **\$505 for a mural launch Spring event.** In addition, due to the anticipated reimbursements for mural expenses (e.g., power washing), the **NCAC will need to set aside an additional \$443. Therefore, the total grant funding available after these reservations comes to \$25,495.**
 - Mural project expenses
 - \$900 were expensed toward artist designs (\$300 for 3 artist designs submitted. This was taken from ARPA funds.)
 - \$7000 was expensed to Mia Cross for the final mural project. This was funded with \$5084 from ARPA funds and \$1016 from funds from the Town. **We have no remaining ARPA funds.**
- Grants
 - The NCAC reassessed its grants and final funding amounts for the FY 2024-2025 cycle. We reexamined how each application adhered to the rubric and benefited the public and, more specifically, underserved populations. In the past, we have had a policy of not fully funding first time applicants. We revisited that rule, as several first time applicants met all of our rubric's benchmarks.
 - The NCAC also discussed how, in order to properly assess repeat grant applicants, the Council would like to collect data on the attendance at each NCAC-funded event. Wendy put together a list of all grantees' events and the potential dates on which they will occur.
 - A representative from the NCAC will be assigned to each event in order to ensure that grantees have a firm location and date for their event, and that the relevant information is relayed to JP for inclusion in the Town calendar. (It was suggested that a link to the Town calendar be provided in the NCAC's grant acceptance email so that the grantee can confirm their event's date and location.) The NCAC member will also attend their assigned event in order to represent the NCAC and obtain information about attendance.
 - Wendy will also create a performance evaluation form so that the NCAC has access to post-event information and analysis going forward.
 - The NCAC wishes to obtain photographs of each event for our archives so that we can have a visual record of events at the end of each year.
- Mural Celebration Subcommittee

- \$505 was reserved for a spring mural celebration event. Jean, Ronna, Abby, and Tracy volunteered to form a subcommittee to plan the launch party.
- Future plans
 - According to Town rules, the NCAC is allowed to fundraise, including sponsorships from banks and institutions.
 - The Town budget opens in January, and the Finance Committee works on it until April. The NCAC can request the same amount that we received last year (\$18300). The amount may or may not be approved by Town Meeting in May.
 - The NCAC will consider whether we want to pursue another mural or another form of public art. Members suggested: tree decorations, lighting displays (such as the one at North Hill), and knitting art pieces. A public art installation could possibly be connected with the Great Plain Project, which incorporates lane calming, streetscaping, landscaping, and improving the walkability of the area between the YMCA and Linden. The Town has already formed a working group on this, and is seeking feedback on what amenities people would like to see to bolster the area.
 - It was suggested that a Council member interface with the Needham Community Revitalization Trust Fund to accomplish a public art project. Wendy volunteered to do this.
 - The NCAC is seeking a volunteer to attend a meeting of the School Committee in order to advocate for the event space at Pollard in its renovation.