

NOTICE OF MEETING

TOWN OF HEATH, HEATH CULTURAL COUNCIL

DATE: Sunday, November 2nd, 2025

TIME: 1:00 PM - 4:00 PM

LOCATION: Senior Center Room of the Jacobs Road Municipal Center

AGENDA:

1. Roll call and welcome
2. Identification of additional attendees
3. Approval of July 27, 2025 minutes
4. Update on grants reimbursed since last meeting. Update on FY25 grants that have not yet been reimbursed and closed out. (Cindy)
5. Discuss administrative budget for FY26 grant cycle, then finalize available grant funds for FY26. **VOTE.**
6. FIRST PASS REVIEW: Grant applications reviewed in order of summary sheet by name only (no details, no discussion):
If no member expresses interest in considering funding a particular project, it will be marked as “denied”. **An official reason will be designated for each denial per MCC guidelines.** Any application with support from one or more members will be retained for further, detailed consideration in a second pass review.
8. SECOND PASS REVIEWS: Retained project applications will be individually discussed in detail and **VOTED**. We will allow suspension of some decisions as well as final dollar amounts of funding until 3rd pass with full budget considerations. Recusals will be enforced where COI exists.
9. Finalize grant approvals with funding amounts. Treasurer to verify balanced budget with all available moneys appropriated (Cindy). Recusals will be enforced where COI exists.

Note: Any of the items of business listed above or other business that could not be anticipated at the time of this posting may involve decisive action on the part of the Cultural Council.

POSTED: by Barbara Gordon 10/28/25 at 12:00 PM

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10. Select date for potentially mandated reconsideration meeting 15 or more days from now. Quorum attendance required.

11. Action points:

- A. Chairs (Barbara and Heather W): Enter denials into SmartSimple system by tomorrow
Enter approvals into SmartSimple system after conclusion of reconsideration period.
Work with Co-Chair, Heather to send out approval e-mails after conclusion of reconsideration period.
- B. Treasurer (Cindy): Circulate final FY25 grant spread sheet to all members after conclusion of reconsideration period.
- C. Secretary (Sarah): Prepare DRAFT minutes of this meeting and circulate to members for review.
Forward approved July 27, 2025 minutes to Doug for posting.
- D. PR (Doug): Post approved July minutes on Town Web page.
Post approved grants list on HCC Town Web page, HCC FB page and All Around Heath page ***after reconsideration period.***
Submit article to Heath Herald by November 5th for the December/January issue announcing approved grants.

12. Set tentative reconsideration meeting date 15+ days from today.

13. Any additional business not anticipated 48 hours prior to this meeting.

14. Adjourn

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