

ACTON BOXBOROUGH CULTURAL COUNCIL  
MEETING MINUTES  
FEBRUARY 7, 2023  
7:30 PM, VIRTUAL MEETING

PRESENT: Jin Yang, Ben Davies, Nancy Savage, Mary Hurley, Brijesh Singh, Maria Paunescu

ABSENT: Eddy Zhao, Hongbing Tang, Chelsea Reinhold

PUBLIC ATTENDEES: none

**Opening:** Chair Jin Yang opened the meeting at 7:39pm.

**I. Regular Business**

1. **Public Comments:** Ms. Yang stated that she has been in contact with a potential new member of ABCC and will continue to follow up. Mr. Singh, later in the meeting stated that he found another interested person who will come to next meeting to observe.

2. **Minutes from the January 10, 2023 meeting:** Mr. Davies motioned to approve. Ms. Yang seconded. Motion passed unanimously.

3. **Treasurer's Report:** Mr. Singh presented report. He has processed most of the 2022 grants. He stated that he could not find the reimbursement submission from Hongbing Tang. Ms Yang will double check ABCC email inbox. There are \$423 available for the Grant Reception in June. Ms Yang indicated that in the award email she sent to the recipients, reimbursements from 2022-2023 cycle will not be processed after end of January 2024. Ms. Yang motioned to approve the Treasurer's Report. Ms. Hurley seconded. Treasurer's Report passed unanimously.

4. **Film Advisory Group:** Ms. Yang stated that the Group met at the Boxborough Library on 1/26/23. She stated that the library has agreed to make itself available for the film series for four Friday evenings at the end of April, and May (4/28, 5/6, 5/12, 5/19).

**II. New/Special Business**

**1. Grant Cycle Remaining Tasks:**

- a. Ms. Yang stated that all denial and approval notifications have been made, and there have been no appeals to the denied grants.
- b. MCC/LCC Annual Report: Ms. Yang stated that the report has been completed.

2. **Survey on Council Priorities:** Mr. Davies will work on a google form for the Online survey and priorities flyer. Ms. Hurley suggested the use of Acton (and Boxborough) TV to get the flyer questions out to public. Other places for the flyer placement are the Boxborough Bee, Farmer's Market, and Harvest Fair. Ms Yang suggested adding the word virtual to flyer under Question 4, also to reword Visual Art Classes. She suggested that the categories be changed altogether to

match with the MCC categories listed in their online application and add a Comment area. Mr. Davies agreed.

3. **Grant Reception:** Ms. Savage stated that the Town of Acton has approved the ABCC's use of the NARA Park Pavilion for June 6, 2023 from 5:30pm to 8:30pm. Job assignments will be worked on at the March 7, 2023 meeting. It was discussed that the reception may be done indoors again in 2024. Performers will be scheduled by Ms. Savage for the reception. Mr. Singh will create the online invitation for Grant recipients, and multiple reminders will be sent to ensure attendance. Ms. Savage will follow up with Ms. Reinhold on her job for the reception (if she cannot attend the March meeting).
- 4: **Other:**
  - a. **Website Update:** Mr. Davies stated that the ABCC links to the Towns' websites looked appropriate. Mr. Davies will update the Resources for Applicants section on the Acton website page. He will also request to make appropriate deletions from the Boxborough website page, and make a link to the Boxborough Volunteer form.
  - b. **LCC Annual Reports:** Ms. Yang stated that the Acton Annual report will be submitted by end of February.

5. **Next Meeting:** The next ABCC meeting will be held online on March 7, 2023 at 7:30pm.

### III . Consent Items:

None.

Ms. Yang motioned to adjourn meeting at 8:45 pm. Ms. Savage seconded. Motion passed unanimously. Meeting adjourned at 8:45pm.

Respectfully submitted by  
Nancy Savage, ABCC Secretary.