

**Butterick Building, Rm 201  
Thursday, January 29, 2020 at 6:55pm**

**Present:** Sarah Jordan, Richard Maki, Rosanne Mapp, Diane Pedersen, Margaret Spaulding, Beth Stephenson.

The minutes of the November 21st meeting were reviewed and approved as corrected.

**Treasurer's Report:** Peg reported that the standing balance in the SCC's account is \$3751.22, but there are a number of outstanding receipts from 2019 that have not been submitted or paid. We are still waiting for receipts from John Root's "Wild Edibles" program, which did not take place because of a lack of participants. Peg will speak with the former Chair to see what was agreed regarding payment for him, and also check with her regarding any other paperwork or documents she might still hold. Dick will check in with the Sterling Senior Center regarding the paperwork for "Holly Jolly Christmas," and the "Sail Away" pastel class. Sarah will check in the Audio Journal and the Chocksett School for their receipts. Beth will check with The Polus Center. Diane will find out what the 5013c status is of the Sterling Community Theatre and who the contact person is.

Further clarification is needed also for reconciling the SCC balance of \$3751.22 with the \$8016 figure that the Mass Cultural Council has on their books for the Sterling. Rosanne will talk with Veronica at the MCC to clarify.

Peg and Rosanne will work on a spreadsheet that will cover not only the financial figures for each of the applicants, but also include all the steps of the process, from application to reimbursement.

**A Motion** was made and approved to: Revert any and all of the extra funding of the accepted applications to the 2020 requested amounts until the discrepancy between the SCC account and the MCC account can be settled.

**Award Letters:** Rosanne will print up the acceptance letters, which will be available in the SCC file drawer for the Council to sign. After Peg's discussion with the former Chair about how the John Root program from 2019 was resolved, Rosanne will write up the letter to him.

**Reception for Recipients:** It was agreed to host a simple reception at the Sterling Senior Center for those granted funding at a datetime that fits the SCC's calendar. This can be an opportunity to photograph and publicise the upcoming programs to Sterling residents, as well as informing and encouraging the  
Dick will check about dates available. Sarah will write up an invitation. Diane will format and print it.

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**FaceBook Page:** Discussion was positive about setting up a SCC FaceBook page to raise awareness of Sterling residents of the programs that the SCC funds, encourage attendance at funded events, encourage creative and educationally-minded residents to consider applying for grants, etc.

**Next Meeting:** TBD

Meeting was adjourned at 8:20pm

Respectfully submitted by  
Diane Pedersen