

GCC Members in attendance: Shayla Kaufmann Swigart, Elizabeth Neumeier, Rebecca Nagle, Jane Keddy, and Lucas Cotterman

Guests: Arthur Thomas

Zoom Host: Jill Cahill, Community Development Director, City of Gloucester

1. The City's statement of requirements for Remote Meetings was read.
2. Rebecca Nagle agreed to be the note taker. Motion by Lucas Cotterman to approve the November 10, 2020-minutes, second by Jane Keddy. Approved unanimously. Elizabeth Neumeier will submit with Jill Cahill to get GCC approved minutes posted.
3. We reviewed two resumes of people interested in joining the council, Art Thomas and David Saunders. Jane Keddy will ask Karen Korestsky, formerly of the Arlington Cultural Council, that is interested in joining us to submit a resume as well. Karen is currently going through the city process to be granted membership to the cultural council.
4. Need clarification on Lucas Cotterman's term as a member.
5. Final review of 2020 fiscal year awardees. The following were addressed:
  - A. Jane Keddy updated: Playful Engineers, Junie Van Dyke, and Manship submitted all their documentation so as of 12/14/20 all documentation has been submitted to the city. The monies allocated for The Musary will be put back into the 2021 budget therefore increasing that budget.
6. Liz Neumeier created an efficient spreadsheet for potential use as a book for us to use in assessment of the applicants. It will include applicant type, applicant number, city, contact name, project title, project date, project description, project venue, a notes section for us to utilize personally in our evaluations. Art Thomas to produce.
7. Liz N. reviewed the ratio of projects to allocations.
8. Liz N. reviewed the process for grants criteria and timelines per MCC. Rebecca Nagle to accompany Jane Keddy and meet with the city to go over funding and to learn the treasurer position.

9. Rebecca Nagle and Liz Neumeier advised Elizabeth Enfield, a possible grant applicant of the proper submission procedures.

10. All members will review the 2021 applicants to get an idea of the interest and to prepare for future discussions. One note is to look at the history of grants awarded to previous organizations when also considering new applicants. This consideration comes from MCC.

11. January 3, 2021, panel books produced electronically and emailed. GCC will not pay to have printed for members.

12. January 6, 2021, 5:30pm -6:45pm, discuss all applicants in one meeting. Be ready to flag applicants we might need more information from at this meeting.

13.) January 20, 2021, take votes on who to approve and who to decline. Denial letters sent out with a fifteen day period for them to resubmit for consideration.

14.) Allocation of funds to recipients will take place at the designated meeting in February of 2021, after the 15 day resubmission consideration of denied applicants.

12. Motion to adjourn by Shayla Kaufmann Swigart. Seconded by Lucas Cotterman Adopted unanimously.

Minutes submitted by: Rebecca Nagle