



Power of culture

MASS CULTURAL COUNCIL

EXECUTIVE COMMITTEE BOOK

FRIDAY, AUGUST 4, 2023

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MASS CULTURAL COUNCIL
EXECUTIVE COMMITTEE
FRIDAY, AUGUST 4, 2023

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**MASS CULTURAL COUNCIL
EXECUTIVE COMMITTEE
FRIDAY, AUGUST 4, 2023
9:30-11:00 AM
ON-LINE MEETING**

BROADCAST MEETING

MEETING WILL BE LIVESTREAMED AT [Executive Committee Meeting - YouTube](#)

MEETING MATERIALS WILL BE POSTED ONLINE

UNDER "AUGUST 4, 2023 EXECUTIVE COMMITTEE MEETING"

AGENDA

	<u>VOTE</u>
1. Call to Order & Open Meeting Law	
2. Minutes- May 3, 2023	X
3. Chair Report	
a. Executive Director Review	
4. Executive Director's Report	
5. Legislative Update	
6. Outline of Budget and Program Allocation Plan for FY24	X
7. Travel Requests	X
8. Draft Agenda August 24 Council Meeting	X



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MASS CULTURAL COUNCIL
EXECUTIVE COMMITTEE

AUGUST 4, 2023

ON-LINE MEETING

RESOLUTIONS

Section 3

RESOLVED: that the Executive Committee approves the minutes of the May 3, 2023 Executive Committee Meeting in the form presented to the Executive Committee.

Section 6

RESOLVED: that, dependent upon a Massachusetts State Budget for Fiscal Year 2024 being signed into law containing an allocation of \$25,000,000 plus any earmarks for the Mass Cultural Council (the "FY24 State Budget"), the Executive Committee recommends that the Council approve for recommendation to the Grants Committee and full Council the FY 24 Budget and Program Allocation Plan presented to the Executive Committee.

Section 7

RESOLVED: to approve the staff-recommended out-of-state travel requests presented to the August 4, 2023 Meeting.

Section 8

RESOLVED: that the Executive Committee approve the draft August 24, 2023 Mass Cultural Council Agenda presented to the Executive Committee.

OPEN MEETING LAW STATEMENT

Please note that this meeting is an open meeting of a public body subject to the Massachusetts Open Meeting Law. A notice of this meeting together with the agenda was posted on Mass Cultural Council's website 48 or more hours ago (excluding weekends and holidays).

This meeting shall be open and accessible to all members of the public except at such times when this body has voted to go into closed executive session under the Open Meeting Law.

This meeting is a virtual meeting held under the Open Meeting Law as modified under current law to permit online meetings. This meeting is being broadcast to the public on a publicly available YouTube channel as described in the posted meeting notice.

Instructions on how to contact the Council with questions or problems accessing the broadcast are also included in such notice. Only Council members, staff and invited guests will be provided access to the Zoom platform hosting the meeting. As a safety measure, in order to prevent disruption of the meeting or non-public communications among the participants, the Chair, Vice Chair and Executive Committee of Mass Cultural Council has asked staff to implement the following protocols for participants in on-line meetings of Mass Cultural Council or its committees:

- Any "chat" or similar function on the Zoom platform hosting the meeting shall be disabled.
- Other than Council members or participants specifically recognized by the Chair of the meeting, all Zoom platform participants will be muted and have no ability to share media or documents or project or type images or text.
- All participants in the Zoom platform may be required to enter a waiting room and digitally sign-in before being admitted.

- Any attendee in the Zoom platform who nonetheless causes a disruption will be summarily removed from the meeting at the discretion of the Chair.

This meeting is not a public hearing and public testimony will not be taken. Individuals may not address the meeting without permission of the Chair.

Any member of the public may record this meeting provided that they do not interfere with the meeting.

Draft minutes of the open session of this meeting shall be kept and shall be posted on Mass Cultural Council's website no later than 30 days after the meeting provided that such minutes shall not be considered official until they have been approved by this body in open session. Individuals asserting a violation of the Open Meeting Law may file a complaint with this body within 30 days or with the Attorney General's office thereafter.

TIPS FOR PARTICIPATING IN A VIRTUAL OPEN MEETING USING ZOOM OR OTHER VIDEOCONFERENCING PLATFORMS WHEN THERE ARE SEVERAL PARTICIPANTS

(adapted from several sources)

- In order to minimize background noise, please mute microphone when not speaking.
- Please raise hand in order to be recognized by the chair.
- In order for all members to have an opportunity to speak and be heard, please wait to speak until specifically recognized by the chair.
- If there are questions, please direct them to the chair and the chair will then recognize the appropriate person to respond.
- Please limit statements to three minutes.
- The chair will reserve the right to limit discussion in order to allow sufficient time for every member to be heard who wishes to speak.
- Modify Video Settings to “Hide all non-video participants”- this will make it easier to follow who is speaking and participating
- In the event of a service interruption during a Zoom call due to hackers, so-called “zoom bombing” or other technical difficulties, staff will indicate the call is to be terminated. Please exit the call and staff will circulate instructions by email for a new Zoom call to continue the meeting.



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UNOFFICIAL DRAFT SUBJECT TO APPROVAL BY THE COMMITTEE AT ITS NEXT MEETING

MINUTES OF THE MEETING

**MASS CULTURAL COUNCIL
EXECUTIVE COMMITTEE**

WEDNESDAY, MAY 3, 2023

ONLINE MEETING

Committee Members Present were

Nina Fialkow, Chair
Marc Carroll, Vice Chair
Ché Anderson
Jo-Ann Davis
Sherry Dong

Staff Members Present were

Michael J. Bobbitt, Executive Director
David Slatery, Deputy Director
Jen Lawless, Operations Director
Catherine Cheng-Anderson, People & Culture Director
Bethann Steiner, Public Affairs Director
Ann Petruccelli Moon, Public Relations & Events Manager
Carmen Plazas, Communications & Community Engagement Manager

Chair Nina Fialkow called the meeting to order at 10:02am and asked Deputy Director David Slatery to read the Open Meeting Law statement:

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Draft minutes of the open session of this meeting shall be kept and shall be posted on Mass Cultural Council’s website no later than 30 days after the meeting provided that such minutes shall not be considered official until they have been approved by this body in open session. Individuals asserting a violation of the Open Meeting Law may file a complaint with this body within 30 days or with the Attorney General’s office thereafter

Nina thanked Dave and asked for a vote on the minutes from the Committee’s last meeting held on March 3, 2023. Jo-Ann Davis moved to approve the minutes and Ché Anderson seconded the motion. By roll call vote and noting that Troy Siebels was absent it was unanimously

RESOLVED: that the Executive Committee approves the minutes of the March 3, 2023 Executive Committee Meeting in the form presented to the Executive Committee.

Nina then gave her Chair’s report and announced that the Council Meeting scheduled for May 24th would be her last and that she would step down after close to seven years as Council Chair and working with the tremendous staff and wonderful Council Members. She is stepping down voluntarily and feels it is time for someone else to step into the role. Nina wanted her fellow Executive Committee Members to be the first to

know her plans. She has sent a resignation letter to Michael and Dave who have shared it with the Governor's office. She said this is a bittersweet moment for her, and that she is pleased that Vice Chair Marc Carroll will serve as Interim Chair while the Governor's appointments office begins the work of appointing a new Chair.

Jo-Ann let Nina know that it has been an honor to have her as a colleague and learn from her. Being on the Council has been one of the best volunteer experiences she has had, and she thanks Nina for her wisdom.

Marc agreed with Jo-Ann and said he was saddened to learn this news and thanked Nina for her leadership and all that she had done for Mass Cultural Council and to promote arts and culture in Massachusetts.

Nina thanked Marc and Jo-Ann for their kind words and work as Vice Chair and Chair of the Grants Committee respectively.

Michael stated that he had worked with many Chairs of governing bodies during his career, and that Nina has been incredible. Michael hopes the whole cultural sector knows how much she has done and how much she has supported Michael and the work of the Agency. Jen added that Nina's tenure included a leadership transition, the pandemic, and other challenges and that her support has meant a lot to Agency staff.

Nina let Committee Members and staff know that she would still be very much involved in the cultural sector and to please invite her to everything the Agency does! She then asked Michael for his Executive Director's report.

Michael let Committee Members know that the fiscal team is working very hard to process more than 6,000 pandemic recovery grant contracts. Planning for FY24 in consideration of the Agency's new strategic plan is in full swing, the Committee will learn more about those plans this summer. Budget advocacy is ongoing, Bethann Steiner will share more about the Agency's progress later in the meeting. In January the Agency will deploy a multi-year plan to enhance access internally and externally for the Deaf and disabled communities. The Racial Equity Plan is ongoing with more work to be done in the coming year. Finally, the Agency will work to develop a Native and Indigenous culture plan to ensure we are being inclusive of the Native community internally and externally.

Nina then asked Dave to present the travel authorization for the Committee to review.

Dave reminded Committee Members of the out-of-state travel policy that requires all such travel to be approved by the Executive Committee. Recently Program Officer Carolyn Cole was presented with the opportunity to attend a global conference on cultural districts to be held in Montreal. The leadership team reviewed Carolyn's request and determined it is a good use of her time as the Agency is seeking to strengthen its own Cultural Districts Initiative in the coming years.

Nina asked Dave to clarify the cost and number of days of the conference and Dave explained the conference is three days long and will cost just under \$1600. Carolyn plans to drive to the conference.

Nina thinks the conference looks like a good opportunity and Marc agreed. Ché added

that he has attended similar conferences and finds them to be incredibly helpful; he thinks looking at the Cultural Districts Initiative on an international level will be positive and help with outside the box thinking; it will help the Agency to be more inclusive and intentional with the program.

There was no further discussion and Nina called for a motion to approve the travel authorization request. Ché moved to approve the request, and Jo-Ann seconded the motion. By roll call vote and noting that Troy Siebels was absent it was unanimously

RESOLVED: To approve the staff-recommended out-of-state travel request presented to the May 3, 2023 Meeting.

The Committee then moved ahead to the final item on the agenda – approving the agenda for the May 24th Council Meeting – as Committee Member Sherry Dong needed to leave the meeting and there was one final vote to be taken.

David explained that the meeting would largely focus on the implementation of the strategic plan and a presentation by Mass Humanities. Nina asked staff to add more information about the Mass Humanities presentation to the agenda but was otherwise in support of the proposed plans. There was no further discussion. Marc moved to approve the agenda and Sherry seconded the motion. By roll call vote and noting that Troy Siebels was absent it was unanimously

RESOLVED: that the Executive Committee approve the draft May 24, 2023 Mass Cultural Council Agenda presented to the Executive Committee.

Nina then asked Bethann Steiner for her Advocacy report.

Bethann began by thanking Nina for her leadership. She then let Committee Members know that her report would be brief and very positive. The Agency is two steps through the annual budget process with two steps remaining. In January Governor Healy recommended a \$25 million allocation for Mass Cultural Council in H.1 – this represents an 11% increase to the Agency's line item. This was followed with the House budget which also recommended \$25 million for Mass Cultural Council and included new language reflective of the pillars of the Agency's new strategic plan. The House included 16 local priorities of House Members in the House budget; all are funded legislative earmarks and if they survive staff will work in partnership to steward the funds to recipients. The budget includes \$25 million for the Agency and an additional \$895,000 for earmarks. Mass Cultural Council is very happy with this proposal as it represents a robust investment in the cultural and creatives sector; the largest investment, in fact, since the late 1980s. Bethann is appreciative of all the partners in the House; no amendment was needed. This brings the Agency to the next step: the Senate. The Senate Ways & Means Committee will release their budget on May 10th. The chamber will debate for one week after that. Michael and Bethann met with several senate leaders including the Senate President and the Chairs of Ways & Means and Tourism, Arts, and Cultural Development along with many other staff members and secured great support for the requested \$25 million. The debate will conclude right before Memorial Day weekend. Thus far the budget advocacy process has been very positive.

Nina thanked Bethann and asked if 16 earmarks was a large number? Bethann

explained that there are 160 House members and all file priorities for their districts. This is a larger number than in years past, but the budget itself is larger. All 16 earmarks are funded, and it's been determined that Mass Cultural Council is the right partner to steward the funds. Many line items host these types of funding priorities. This reflects that House members see these projects as a priority and that it is important to direct support to them.

David added that perhaps the Agency is a victim of its own success. With the budget increasing each year and the Agency expeditiously processing funding priorities in recent years, this might be the catalyst for an increase in earmarks, but these are pass through funds and in some respects represent the cost of doing business.

Bethann reiterated that the important thing is that the earmarks do not have to be funded, the spending could be mandated. Bethann appreciates that House members see Mass Cultural Council as the right partner to manage the funds.

There was no further discussion and the end of the meeting agenda had been reached. Nina, as Chair, adjourned the meeting at 10:25am.



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To: Mass Cultural Council
From: Michael Bobbitt, Executive Director, David Slatery, Deputy Director, Cathy Cheng-Anderson, Senior Director of Business Operations and Chief Financial Officer
Date: August 4, 2023
Re: **Budget and Program Allocation Spending Plan for FY24**

Following this page includes our proposed budget and program allocation spending plan for FY24. Adhering to our legislative mandate the proposed plan aligns with our strategic plan, and well exceeds the minimum 75% of state appropriation into grant spending.

After the Executive Committee meeting, the FY24 grant recommendations for most Mass Cultural Council grant programs based on this plan will be presented to the Grants Committee. When approved, the plan and the recommendations will be voted on by the full Council on August 24, 2023.

FY24 BUDGET HIGHLIGHTS

- 1. Mass Cultural Council total funding is \$44M in FY24 when considering all funding sources. Our plan dedicates 87% (\$38.2M) to grants, keeping administration and program related expenses modest at 13%.** Similarly, when we look exclusively at our state funding allocation of \$25.85M we are dedicating a similar distribution in grant funding. 81% (\$20.86M) in grants, and 19% allocation to administrative and program related expenses. In both scenarios, we have fulfilled our legislative mandate to allocating at minimum 75% of our state funding to grant programs.
- 2. We have carried over \$11.03M in Pandemic Recovery Funds, established under the Commonwealth's Covid Response Act (Chapter 102 of the Acts of 2021) into FY24 and we are required to spend it at the end of the year. The continuation of funding enables the Operations department to continue making grant payments that were awarded in FY23. Out of this extended funding, up to \$1M is projected to be allocated for new grant-making due to FY23 grants being cancelled as a result of no response from the grantees, and a small allocation of uncommitted funding.**
- 3. The plan proposes to dedicate approximately \$5.3M from the casino tax revenue available through the Massachusetts Gaming Fund for the upcoming year of the Gaming Mitigation Grant Program.** We are seeking approval to utilize the funds of

available as of June 30, 2023 (\$2,445,671), and to allocate an additional \$2,851,114 for organizational support to cultural organizations, and other administrative expenses. This anticipated funding of \$2,851,114 is an estimate based on whatever will be available as of December 31, 2023.

4. Notable equity investments to the sector include:
 - a. Investments in initiatives such as Native and Indigenous Culture Action Plan/Taskforce, scaling up our access and disability learning hub, and a Disability Equity Plan.
 - b. Dedication of resources to assist individual grantees, especially those with disabilities and/or limited income, in obtaining grant funding and services from the Mass Cultural Council (Work Without Limits).
 - c. Undertaking a comprehensive statewide Cultural Asset Mapping project

REVENUE	STATE FUNDING	GAMING*	CULTURAL FACILITIES FUND	NEA FEDERAL	CULTURAL SECTOR RECOVERY	MCC TRUST	TOTAL
FY24	25,895,000	2,851,114	337,337	1,204,900	-	-	30,288,351
FY23 CARRY OVER / TRANSFER IN	-	2,445,671	5,397	-	11,177,460	157,239	13,785,767
TOTAL REVENUE	25,895,000	5,296,785	342,734	1,204,900	11,177,460	157,239	44,074,118

*Estimated FY24 revenue

EXPENSES	STATE FUNDING	% TOTAL FUNDING STATE FUNDING	GAMING	CULTURAL FACILITIES FUND	NEA FEDERAL	CULTURAL SECTOR RECOVERY	MCC TRUST	TOTAL	% TOTAL FUNDING ALL CATEGORIES
AA: SALARY	3,674,222	14%	212,899	162,313	-	78,705	-	4,128,139	9%
BB: EMPLOYEE REIMBURSEMENT	44,685	0%	-	6,067	-	-	-	50,752	0%
CC: CONTRACT STAFF	19,835	0%	-	-	-	27,765	-	47,600	0%
DD: PAYROLL TAX AND FRINGE	90,504	0%	97,529	74,356	-	36,735	-	299,124	1%
EE: ADMINISTRATIVE EXPENSES	185,896	1%	21,290	21,331	-	-	-	228,518	1%
GG: RENT AND ELECTRICITY	300,675	1%	27,668	27,668	-	-	-	356,010	1%
HH: CONSULTING SERVICES	232,425	1%	-	6,000	-	-	-	238,425	1%
JJ: PROGRAMMATIC SERVICES	139,495	1%	-	45,000	-	-	-	184,495	0%
KK: NON-IT EQUIPMENT	3,200	0.01%	-	-	-	-	-	3,200	0.01%
LL: LEASES	7,580	0.03%	-	-	-	-	-	7,580	0.02%
PP: GRANTS PROGRAMS	19,969,174	77%	4,937,400	-	1,204,900	11,034,255	157,239	37,302,968	85%
PP: LEGISLATIVE EARMARKS	895,000	3%	-	-	-	-	-	895,000	2%
UU: INFORMATION TECHNOLOGY	332,308	1%	-	-	-	-	-	332,308	1%
TOTAL EXPENSES	25,894,999		5,296,785	342,734	1,204,900	11,177,460	157,239	44,074,118	

PP: GRANTS PROGRAMS (DETAILS)	STATE FUNDING	GAMING	CULTURAL FACILITIES FUND	NEA FEDERAL	CULTURAL SECTOR RECOVERY	MCC TRUST	TOTAL	% TOTAL GRANT FUNDING
ORGANIZATIONS							7,096,300	19%
CIP GATEWAY	132,000						132,000	
CULTURAL INVESTMENT PORTFOLIO	4,860,200	1,200,000		804,100			6,864,300	
MEDIA TRANSITION	100,000						100,000	
INDIVIDUALS							2,055,000	6%
NEW INDIVIDUAL ARTIST GRANT PROGRAM (TBD)	1,875,000						1,875,000	
TRADITIONAL ARTS APPRENTICESHIPS	145,000			35,000			180,000	
COMMUNITIES							6,355,000	17%
CULTURAL DISTRICTS	855,000						855,000	
LOCAL CULTURAL COUNCILS	5,500,000						5,500,000	
ARTS EDUCATION AND YOUTH							3,422,050	9%
CYD-YOUTH REACH	1,524,200			345,800			1,870,000	
INSTRUMENT PROGRAM	15,000						15,000	
META/CYD FELLOWSHIPS (KLARMAN)						52,950	52,950	
POETRY OUT LOUD				20,000			20,000	
STARS	1,428,100						1,428,100	
YOUTH ARTS IMPACT NETWORK (YAIN)	36,000						36,000	

EQUITY AND INCLUSION							2,662,500	7%
FESTIVALS & PROJECTS	1,850,000						1,850,000	
ARTS CONNECT INTERNATIONAL/CELC	62,500						62,500	
CULTURE RX	175,000						175,000	
INNOVATION LEARNING NETWORK SCALE UP GRANT	20,000						20,000	
NETWORK OF ARTS ADMIN'RS OF COLOR	70,000						70,000	
TRUTH AND HEALING PROJECT (Indian Affairs Commission Grant)	5,000						5,000	
UNIVERSAL PARTICIPATION (UP)	480,000						480,000	
ADVANCEMENT							836,174	2%
MASSACHUSETTS FOUNDATION FOR HUMANITIES AND PUBLIC POLICY, INC.	943,608						943,608	
<i>NET CREDIT AND CARRY FORWARD</i>	<i>(210,434)</i>						<i>(210,434)</i>	
NEW ENGLAND FOUNDATION FOR THE ARTS, INC.	70,000						70,000	
MASSCREATIVE, Inc.	33,000						33,000	
OTHER GRANTS							14,875,944	40%
MCC TRUST (GRANT RESERVE/UNCOMMITTED)						104,289	104,289	
CHAPTER 23K FUNDED GRANTS GAMING MITIGATION PROGRAM		3,737,400					3,737,400	
CHAPTER 102 OF 2021, LINE ITEM 1599-2043 "PANDEMIC RECOVERY FUNDS"					11,034,255		11,034,255	

TOTAL GRANTS 19,969,174 4,937,400 - 1,204,900 11,034,255 157,239 37,302,968

AA: SALARY	We have 38 full-time employees and 2 FY24 vacancies. Our payroll projections include FY22/FY23 pay raises previously funded by a Commonwealth reserve, a 4% provisional increase for managers/NAGE union employees, and a pay equity increase for the Executive Director. We anticipate the Commonwealth will announce the standard across the board pay increases by January 2024.
BB: EMPLOYEE REIMBURSEMENT	This line covers reimbursements for employee expenses like in-state travel for meetings, conferences, professional licenses, and other work activities. It also includes out-of-state travel costs that are subject to approval by the Council.
CC: CONTRACT STAFF	As of August 2023, pandemic recovery funds support 4.5 temporary contract roles, while 1.5 such roles are funded by our core appropriation. These roles perform tasks like contract processing, payments, and grant systems management.
DD: PAYROLL TAX AND FRINGE	This line covers payroll tax for staff salaries and temporary contract roles. It also includes fringe and indirect charges related to federal or state trust-funded salaries or contracts. Several salaries are paid from a trust account for the Cultural Facilities Fund and a casino tax revenue trust for employees managing the Gaming Mitigation Program or "organizational support" from Gaming Revenues under the Gaming Law.
EE: ADMINISTRATIVE EXPENSES	This line covers costs including Commonwealth chargebacks for accounting and payroll system/services, office supplies, water, printing, postage, membership fees, subscriptions, event-related costs, professional development expenses, credit card purchases, and administrative costs associated to grant program panels.
GG: RENT AND ELECTRICITY	This line includes our annual office space lease (\$332,010) and utility costs.
HH: CONSULTING SERVICES	This line includes expenditures related to our outside attorneys, mission moments, event speakers, program consultants, advisors, and advisory panels.
JJ: PROGRAMMATIC SERVICES	This line includes expenditure related to photographers, auxiliary services, staff trainers, videographers, audio visual providers, language/ASL interpreter service/accommodations, and program panelists/readers.
KK: NON- IT EQUIPMENT	This line includes expenditures for non-IT equipment purchases; office equipment for staff related ADA accommodations, and automated external defibrillator (AED) machine.
LL: LEASES	This line includes all non-IT equipment rental agreements, copier and postage meter leases, and rental car expenditures for staff travel.
PP: GRANTS PROGRAMS & EARMARKS	A detailed grant allocation list is included in this packet.
UU: INFORMATION TECHNOLOGY	This line includes information technology expenditures such grants management system, ISP Servicer Retrofit, tech service providers, phone services/charges, computer leases, web developers, purchase of a new server, and chargebacks for technology services from the Commonwealth.



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To: Mass Cultural Council Executive Committee
Fr: Michael Bobbitt, Executive Director, David Slatery, Deputy Director, Cathy Cheng-Anderson, Senior Director of Business Operations and Chief Financial Officer
Dt: August 4, 2023
Re: **Travel Memo**

Under Mass Cultural Council's Financial Policies, all out of state travel must be preapproved by the Executive Committee. Senior Staff of the Mass Cultural Council have reviewed the following travel requests submitted by staff and approved by their supervisors and finds them to be constitute a direct benefit to the Council and its constituents, aligns with the strategic plan and finds the cost in line with the value the travel would provide. Total out of state travel approval we are seeking is \$5426.

Set forth below is a summary of each request. We have Travel Authorization Forms and ethics forms (where needed) on file for each request. We request the Committee approve the following travel requests.

1. [American Folklore Society Annual Meeting](#): November 1-4, Portland, OR. This educational opportunity will enable Maggie Holtzberg, our Folk Arts & Heritage Program Manager, to learn the newest trends and research in folk arts from leading industry experts. The information acquired will be integrated directly into our individual artist program, and outreach initiatives, ensuring they remain relevant and impactful. Approximately, \$1626 inclusive of registration, transportation, and lodging
2. [Executive Forum for the National Assembly of State Arts Agencies \(NASSA\)](#): December 4-6th, Santa Fe, New Mexico. This conference for Michael Bobbitt, Executive Director and Dave Slatery, Deputy Executive Director to attend a conference for the executive and deputy/assistant directors of state and jurisdictional arts agencies. The conference will provide opportunities for in-depth, professionally facilitated dialogue about critical and emerging issues facing state arts agencies. Approximately, \$3800 (\$1900 per person, inclusive of registration, transportation, and lodging).



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**APPROVAL DRAFT FOR EXECUTIVE COMMITTEE
ONE HUNDRED SIXTIETH MEETING
OF MASS CULTURAL COUNCIL**

**THURSDAY, AUGUST 24, 2023
10:00 AM-NOON**

BROADCAST MEETING

[MEETING WILL BE LIVESTREAMED AT Council Meeting - YouTube](#)

[MEETING MATERIALS WILL BE POSTED ONLINE](#)

[UNDER "AUGUST 24, 2023 COUNCIL MEETING"](#)

AGENDA	VOTE
1. Call to Order- Open Meeting Law Notice <ul style="list-style-type: none">➤ <i>Marc Carroll, Chair (Acting)</i>➤ <i>David Slatery, Deputy Director (Open Meeting Law Notice)</i>	
2. Mission Moment- Strategic Plan Video <ul style="list-style-type: none">➤ <i>Michael Bobbitt, Executive Director (Introduction)</i>	
3. Minutes of 159 th Council Meeting <ul style="list-style-type: none">➤ <i>Marc Carroll, Chair</i>➤ <i>David Slatery, Deputy Director (reads the roll)</i>	X
4. Chair Report <ul style="list-style-type: none">a) Calendar of Upcoming meetingsb) Committee Structure<ul style="list-style-type: none">➤ <i>Marc Carroll, Chair</i>	

5. **Executive Office Report**

- *Michael Bobbitt, Executive Director*

6. **Public Affairs Report**

- i. Legislative Update
- ii. Department Updates
 - *Bethann Steiner, Senior Director of Public Affairs*

7. **FY 24 Spending Plan General Presentation**

- a) PowerPoint Presentation on FY24 Spending Plan
 - *Michael Bobbitt, Executive Director*
 - *Jen Lawless, Senior Director of Program Operations*
 - *Cathy Cheng Anderson, Senior Director of Business Operations and Chief Financial Officer*

8. **FY24 Conflict of Interest Notifications**

- *David Slatery, Deputy Director*

9. **Program Operations Report**

- a) Department Updates
- b) FY 24 Grant Recommendations
 - *Jen Lawless, Senior Director of Program Operations*
- i. **GRANTS COMMITTEE RECOMMENDATIONS ON GRANT PROPOSALS**
 - *Jo-Ann Davis, Grants Committee Chair*
- ii. Organizations
 - a. Cultural Investment Portfolio & Gateway
 - b. Media Transition
 - c. Gaming Mitigation Program
- ii. Communities
 - a. Cultural Districts
 - b. Local Cultural Councils
- iii. Arts Education & Youth
 - a. YouthReach
 - b. STARS
 - c. Youth Arts Impact Network
 - d. Poetry Out Loud
 - e. Instrument Program

- iv. Equity and Inclusion
 - a. Festivals & Projects
 - b. UP Innovation Fund Grants
 - c. CultureRx Social Prescription
 - d. Arts Connect International/Creative Equity Learning Cohort (CELC)
 - e. Network of Arts Administrators of Color
 - f. MA Commission Indian Affairs Truth Commission
 - g. UP Innovation Learning Network Scale Up Grants
- v. Advancement
 - a. Mass Humanities
 - b. MASS Creative
 - c. New England Foundation for the Arts (NEFA)
- vi. Individuals:
 - a. Traditional Arts Apprenticeships
 - b. Individual Creative Grants
- vii. Remaining Pandemic Recovery Funds Grants

10. **Business Operations Report**

- a) Department Updates
- b) Cultural Equity and Access Report
- c) FY 24 Spending Plan Summary
 - *Cathy Cheng Anderson, Senior Director of Business Operations and Chief Financial Officer*

11. **Approval of FY24 Spending Plan and Grant Recommendations**

- i. **EXECUTIVE COMMITTEE RECOMMENDATION ON SPENDING PLAN**
 - *Marc Carroll, Chair*
- ii. Approval of FY24 Budget and Spending Plan and Grant Recommendations **X**
 - *Marc Carroll, Chair*
 - *David Slatery, Deputy Director (reads the roll))*

12. Adjourn

- *Marc Carroll, Chair*