



ACAC Grants Committee

Date: January 13, 2025

Time: 7:30 p.m.

Location: Town Hall Annex, first floor meeting room

Attendance (P=present, X=absent)

Shelley Chhabra	X	Andrew Conway	P
Parmit Singh	P	Eric Stange	P
Amy Markov-Wieand	P	Sandra Mostajo	P
Jacqueline Houton	P		

AGENDA

Administrative items

1. Vote on approval of past meeting minutes
 - [November 18, 2024](#)
 - Motion to approve made by: Jackie
 - Seconded by: Amy
 - Vote: Unanimous
 - [December 9, 2024](#)
 - Motion to approve made by: Sandra
 - Seconded by: Jackie
 - Vote: Unanimous
 - [December 11, 2024](#)
 - Motion to approve made by: Amy
 - Seconded by: Eric
 - Vote: Unanimous

Committee officer updates

2. Co-chair update
 - Created [grant tracking spreadsheet for 2025](#)
 - Moved copies of panel book and other individual working docs to new folder Archive Folder
3. Treasurer update
 - Confirmed to Town that Friends of Magnolia Park and Footsteps of the Patriots will not be paid out
4. Secretary update
 - Set up next 6 committee meetings
 - Created template for welcome emails
 - Submitted approved grants to MCC (grantees will have confirmation 1/13/2025)
5. Publicity update

- No update for this month
- Eric to provide an update in February

Grant cycle discussion

6. 2023 grant cycle discussion, including vote on final reports, if applicable
 - **Still outstanding:** The Dorothy and Charles Mosesian Center for the Arts > MCA's WCT ASL Storytime & Interactive Creativity Workshop
 - Action: Andrew to request report another time
 - **Final report received:** [Cyrus E. Dallin Art Museum, Inc. > Restoration & unveiling Dallin painting](#)
 - Motion to approve made by: Andrew
 - Seconded by: Sandra
 - Vote: Unanimous
 - **Final report received:** [Roger L. Tincknell > Old Time Sing-along](#)
 - Motion to approve made by: Jackie
 - Seconded by: Amy
 - Vote: Unanimous
7. [2024 grant cycle](#) discussion, including vote on final reports, if applicable
 - 13 final reports outstanding
 - Andrew to send strongly-worded message requesting final reports
8. [2025 grant cycle](#) discussion, including outreach to 2025 grantees
 - Identified points of contact for all grantees
 - Committee contacts to reach out to grantees by end of week with welcome message and forms
 - Andrew to summarize next steps for all Committee members

Other business

9. Committee roles
 - Tabled for this month; to discuss next month
10. ACAC budget & activities discussion
 - Tabled for this month due to Shelley's absence
 - ACAC may be able to provide additional funding for some applicants; discussions underway

Adjourn

- Motion to adjourn made by: Sandra
- Seconded by: Jackie
- Vote: Unanimous
- Meeting adjourned at 8:32