

Watertown Square Cultural District Partnership

Monday, February 12, 2024, 4:00 pm

Remote

Zoom link: <https://watertown-ma.zoom.us/j/83683744923>

Meeting ID: 836 8374 4923 Call in: +16465588656

Minutes

Present (17): Liz Helfer (PAC), Yasmin Daikh (Friends of Music), Jeannette Belcher-Schepis (MCA), Lois Pond (WCC), Sam Dudley (WCA-TV), Kristen Kenny (WBC), Perrin McCormick (Perkins), Madison Sorel (Mt Auburn), Nicole Gardner (WIW), Doug Orifice (WBC), Susan B Jones (Artist), Darren Farrington (MCA), Jamie Gordon (Russell), Jack Dargon (Artist), Stephanie Venizelos (Live Well), Kim Hewitt (WFPL), and Aaron Caine (Russell).

Visitors (1): Matt Hanna (PACC)

Absent (9): Anastasia O'Melveny (AANE), Stepan Chiloyan (ACEC), Jason Sohigian (AMA), Maria Hendricks (Artist), Seth Deitch (Artist), Marilynne Roach (HSW), Arto Vaun (Project SAVE), David Knoerr (Healing Arts), and Rick Saunders (Schools).

1. Called to order at 4:06pm
2. Welcome + Introductions
 - a. Everyone introduced themselves to better get to know each other and their roles.
3. Acceptance of January minutes as written
 - a. Motion by Nicole Gardner, seconded by Jeannette Belcher-Schepis, one abstained by Darren Farrington, all others present in favor.
4. Governance
 - a. Reviewed 2nd draft of "Watertown Square Cultural District: Partnership Handbook"
 - i. Reviewed definitions of "Core Partners" and "Associate Partners"
 1. Question for city attorney: do associate members who vote on a matter have to stay involved until the conclusion of that matter?
 - ii. Reviewed definitions of officer positions
 - iii. Reviewed the Partnership Agreement
 1. Question of whether this is at the beginning, middle, or end of the onboarding process
 - a. Likely the end, after introduction by Chair and Vice Chair
 2. Edits:
 - a. Add "Role" at signature
 - b. Require signature/other affirmation from top org executive for organizational representatives
 - c. Change order of bullet points to frontload meeting requirements
 - d. Update partnership decryptions to frontload common attributes
 - iv. Adding evaluation metrics: reviewed org/business annual survey from WSCD Plan
 1. No one thought it was too onerous
 2. Will need to develop a similar survey for individuals
 - v. Partnership donations (handbook p4) – tabled to discuss as part of fundraising
 - b. Tabled vote until review of March revisions (draft 3)
5. Partnership Elections
 - a. April elections

- b. Additional nominees? None forthcoming
 - i. Nominees for executive committee:
 - ii. _____, Chair
 - iii. Doug Orifice, Vice Chair
 - iv. Jeannette Belcher-Schepis, Co-Secretary with _____, Co-Secretary
 - v. Appointments to the Partnership
 - 1. Liz Helfer, City Liaison
 - 2. Rick Saunders, Watertown Schools
 - 3. Doug Orifice, Watertown Business Coalition
- 6. Mass Cultural Council Site Visit Preparation
 - a. Timing: Date TBD in March or April
 - b. Who would like to be involved? All interested parties, email Liz Helfer directly
- 7. If time allows: Funding - tabled
 - a. Known sources
 - i. ARPA allocation: \$10000
 - ii. MA Cultural Council grant: \$15000
 - b. Other sources that don't compete with other cultural groups?
 - i. Brainstorm
- 8. If time allows: Review 2-year plan in adopted WSCD plan (plan p21) - tabled
 - a. Identify top priorities (that require funding)
- 9. Reviewed Next Steps
 - i. Nominees for officer positions
 - ii. Brainstorm projects and initiatives that meet WSCD goals (plan p6)
 - iii. Mapping the 2-year plan: set achievable deadlines August 2024-July 2026
 - iv. Think about evaluation metrics for individual survey (plan p23)
- 10. Next meeting via Zoom, same link, on Monday, March 11 at 4pm
- 11. Adjourned at 5pm