

## Watertown Cultural Council Minutes

December 17, 2025

7:00-8:30pm, Watertown City Hall 3<sup>rd</sup> floor Meeting Room

Present: Morgan Henderson, Lawrence Kessenich, Elektra Newman, Trisha O'Connell, Greg Papasian, Lois Pond, Meg Ramsdell, Angela Tramontano, Nerida White, Rebekah Zincavage

Absent: Nick Haddad, Phyllis Perrone, Sally Young

The meeting was called to order at 7:00pm with a quorum present.

### 1. Minutes

- November 2025 minutes were approved: Morgan approved, Lawrence seconded, all in favor

### 2. WCC grantee liaisons

- WCC members discussed and assigned a liaison to each grantee. Lois recorded all WCC grantee liaisons.

### 3. Grantee letter

- Lois and Morgan shared the updated grantee letter incorporating changes by Phyllis for review.
- Vote on approving new grantee letter: Lawrence approved, Elektra seconded, all in favor

### 4. Post review process

- None of the grant denials were contested, Lois will enter all acceptances and the amount into the MCC system
- Morgan and Angela will put together the grantee packet and send to all WCC members: letter, W9 form, final report form, and document listing what grantees are required to do (for example, publicity). Members will need to send all documents to their grantees.
- Lois will send excel sheet listing all final grant award amounts and requests that letters are sent after the holidays, deadline for sending letters is January 16, 2026.

### 5. River of Light partnership discussion

- Liz Helfer can attend February meeting from 6-6:30 to discuss partnership.

- Members agreed to move Feb meeting to 6-7:30. Angela will confirm that 3<sup>rd</sup> floor conference room is available at that time.

6. Grant amount discussion

- Grant requests totaled approximately \$116,000 this year. Members expressed concern that grantees do not understand how much money is available for WCC to give. Members discussed listing on the WCC website the amount available, average grant amount awarded, and %grant awarded so grantees have a better understanding.

7. Grantee reception

- The grantee reception is scheduled for May 13, 2026
- Last year's reception was held at Gore Place: not ideal if weather is bad.
- Lois will check to see if the Mosesian Center has space available
- Morgan will check with Mount Auburn Cemetery to see if space is available
- Other potential locations discussed: Armenian Museum, Edmund Fowle House

8. Other

- WCC members should send any event publicity photos to Greg so he can publish them on social media
- Grantee letter has a link to the cultural district website so grantees can publish their event information online.
- Elektra suggested a calendar for WCC members to update with their grantee's events. The google drive maintained by Greg doesn't allow everyone to have access. Morgan will look into whether the WCC google group has calendar access.

9. With no other discussion items, Lois proposed to adjourn the meeting. Trisha approved, Lawrence seconded, all in favor. Meeting adjourned at 8:12 pm.

Respectfully submitted,

-Angela Tramontano, secretary