

Watertown Cultural Council Minutes

March 11, 2026

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

Present: Morgan Henderson, Lawrence Kessenich, Elektra Newman, Trisha O'Connell, Greg Papazian, Phyllis Perrone, Lois Pond, Angela Tramontano, Nerida White, Rebekah Zincavage

Absent: Meg Ramsdell, Sally Young

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

1. Nick Haddad has officially resigned from the WCC. All members wish him well. Lois will get a card for members to sign.
2. Minutes
 - February 2026 minutes were approved: Lawrence motioned, Phyllis seconded, all in favor
3. River of Light partnership discussion
 - Liz Helfer will give presentation in April. Members should come prepared with questions for discussion.
4. Financial updates
 - Morgan confirmed that the first checks should be sent out within the week, and grantees can contact her with any questions.
 - The teen sculpture project has declined their grant; the money will be returned to the WCC account for next year.
 - The I See a Dream project still needs to send in forms. Angela will send a reminder
5. WCC Handbook
 - Morgan went over the current handbook with members. The handbook will have updated mission, funding, and priorities. Members discussed other sections that could be included: LCC info, open meeting/conflict of interest training requirements, Arts district info, guiding criteria for grantee selection, and social media addresses.
 - Handbook will need to be updated yearly so dates are accurate.
 - Morgan will send a draft to all members, with discussion in April.

6. WCC website update

- Phyllis sent Lois a list of needed updates and the list of previous grants to forward to the city. Phyllis will bring her laptop to show the current website in April.

7. Grantee reception

- The grantee reception is scheduled for May 13, 2026
- Greg checked in with the Armenian Museum but never heard back. Lois heard back from the Mosesian Center and they are available to host. The reception will be scheduled right before the Open Mic, which is a WCC grantee. Members will be able to attend the Open Mic and meet with participants.
- Greg's son can play violin at the event. A Watertown music teacher may also be able to bring students to play.
- Reception will be 5:30-7:30 with grantee talks at 6:45. Lois will ask the Mosesian if they can have the cash bar open during the reception. WCC will pay the cleaning fee.
- Trisha motioned to host reception at Mosesian, Morgan seconded, all in favor. Motion approved.

8. WCC Officers

- Term updates every May. Lois will stay on WCC but will pass on chair.
- Angela will stay on as secretary.
- Morgan will stay on as treasurer but could use additional help when grantees send in forms for payment. Morgan stated that it would be useful to have another WCC member understand the process. Members discussed whether WCC should form a treasury committee, or whether members could volunteer to help as needed.
- Lois went over some of her responsibilities as chair:
 - Sets agenda, send agenda to clerk for posting, runs meetings
 - Enters grant decisions into MCC management system and works with MCC liaison
 - Works with MCC liaison on any grant disputes or questions if they come up
 - Attends Arts district meeting, which is every other month. WCC is a voting member, but the attendee does not need to be the chair.

- Anyone interested in becoming chair should contact Lois. There could also be co-chairs.

9. Trailer

- Communications committee has put together a WCC trailer to put on website and social media
- Greg will start recording for the trailer, final trailer will be about 1-2 minutes.
- The plan is to have it ready by July so it can be used during the next grant season.
- Greg will create QR codes for flyers that will link to the trailer.

10. Flash survey

- Plan to discuss this year's flash survey in April.
- City council sends out email to residents; can a flash survey reminder be added to this email?

11. With no other discussion items, Lois proposed to adjourn the meeting. Lawrence motioned, Morgan seconded, all in favor. Meeting adjourned at 8:28 pm.

Respectfully submitted,

-Angela Tramontano, secretary