

Watertown Cultural Council Minutes

April 8, 2026

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

Present: Morgan Henderson, Lawrence Kessenich, Trisha O'Connell, Greg Papazian, Phyllis Perrone, Lois Pond, Meg Ramsdell, Angela Tramontano, Rebekah Zincavage

Absent: Elektra Newman, Nerida White, Sally Young

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

1. Minutes

- March 2026 minutes were approved: Morgan motioned, Lawrence seconded, all in favor

2. Vote on FY27 officers

- Chair: Elektra Treasurer: Morgan Secretary: Angela
- Rebekah motioned, Lawrence seconded, all approved

3. Status of FY26 grants

- All checks have gone out, let Morgan know if grantees do not receive them
- Grantees who still have not sent in forms need to do so ASAP to reconcile account
- Members should delete any W-9 forms they received through email, city keeps copies on a secure network
- Meg suggests adding a note to the grantee letter asking grantees to let liaisons know when forms are sent; members can do this if they prefer

4. Grantee celebration

- Lawrence sent email to Mosesian contact about cash bar and number of tables available and has not heard back; Morgan suggests contacting River Hays
 - Lawrence will get appetizers (cheese, fruit, etc), cookies
 - Lois will send out evites once cash bar is confirmed, members should email grantees to let them know the evite will arrive within the next few weeks
 - Morgan will bring what she has from last year (ie water, seltzer)
 - Trisha has extra iced tea and seltzer and will bring them
 - Greg will bring portable tables in case we need extra

5. WCC community flash survey

- Members went over last year's survey
- Rebekah suggested adding an additional comments section, survey should already have that
- Greg suggested adding a link to the WCC website
- Morgan suggested having a way to complete survey at the Arts Market, Faire on the Square, adding a QR code on flyers that goes to the form
- Lois will talk to Tyler about sending out survey-can it be sent in May?

6. Communications

- Cultural District meetings are every other month, with the marketing subcommittee held the other months
- Lois will introduce Greg to Danielle, who handles communications for the Cultural District, and will ask Danielle about Cultural District website training
- Lois will follow up with Liz about meeting at another time to discuss River of Light. Roberta Miller may also be available to discuss.
- Greg and Lois will figure out how to connect the WCC Facebook and Instagram accounts and give Greg access to the Facebook one
- The current WCC Google drive can only be accessed by Greg, Greg will figure out how to get a shared drive set up.

7. WCC Handbook

- Lawrence suggests adding more specific information about when agenda needs to be sent to the city: Friday by noon (Thursday if Monday is a holiday)
- Trisha sent grant criteria doc to Morgan for the appendix and wrote the grant process description
- Morgan will add that the Public Arts committee liaison is renewed yearly
- Lois will write the trainee meeting schedule

8. With no other discussion items, Lois proposed to adjourn the meeting. Lawrence motioned, Morgan seconded, all in favor. Meeting adjourned at 8:21 pm.

Respectfully submitted,

-Angela Tramontano, secretary