



Meeting Minutes

Tuesday June 27, 2017

Members: Sharlene McLean, Chair; Marlene Jennings, Co-Chair; Bradley Ruffleth, Recorder, Dakeya Christmas, Hern Kim

Absent: Bradley Ruffleth;

Administrative Staff: Bea Cravatta, Renee D'Amico

Call To Order

Minutes

5/30/2017 unanimously approved

FY17 Grant Steering

Sharlene reviewed grant activities that are still outstanding.

Member discussed how to set criteria on how to use the grant funds. Job of council to set conditions for applicants. Going forward applicants with open ended vague descriptions need more guidance and conditions.

FY17 Grant Reception Update

Marlene and Sharlene will be meeting Leo Robinson, City Council president, regarding the reception and to address concerns about last year's - to make sure DPW has everything in place to break down the event. Last year's event went well however there was no cleaning procedure for City Hall hosting these events after hours. Tom Ambrosino, City Manager, had asked what policy was in place and suggested putting in one there was none. Reception will be in September. Invite all grantees and recognize them for their community involvement. Last year, the Council president set up a subcommittee with CCC to explain their roles and to celebrate/recognize contributions. Council discussed the program for the evening - opening/welcoming, presentations, refreshments, as well as what to look for the future.

2018 Grant Season Prep

National Night Out: Tues, August 1, 5:30-8:30. It is a national movement coordinated with the police. Location will be Mary O'Malley Park in Admiral's Hill - it is like a carnival, very family oriented. Many organizations involved, with hundreds participants last year. Discussed having a CCC info table similar to reach out to community.

Cultural Assets Inventory/Chelsea Artists Survey

Survey flyer was printed in the Chelsea Record and CCC Facebook page. Will put in Chelsea Happenings newsletter.

Currently, 6 artists have filled out the survey. Marlene spoke with Dan from Mystic Brewery and they are happy to host the event. Voted on time and date of the event to be July 27th, 6:00-8:00 PM. Will set up a meeting for next week for planning July 5th at 6:00 PM. Need to send out press release for survey flyer, put up fliers at churches, Spencer Lofts, laundromats, Chamber of Commerce, community bulletin boards, Chelsea Collaborative, public library, senior center, Pan y Cafe, Neighborhood Developers, etc. Also send to city councilors a hard copy in their mailboxes.

Bea informed the group that Neighborhood Developers with support from the City have received funds to support an assets inventory (for physical landmarks; CCC will only focus on people).

Chelsea Painted Box Program & Tree Lightening Celebration

Marlene will talk to Bert Taverna (cc Ned Keefe, Deputy City Manager) of DPW for locations of viable electrical boxes. Bea has had multiple meetings about tree lighting. Bea, Salma, and Mimi met with Andrew Skinner, taking the lead to make it bigger and more festive. Would like to kick off the lighting on Thursday after Thanksgiving. Discussed keeping the lights up all year round, and the festive decorations can be seasonal.

Other Business

- Renee was assigned to develop a new logo. Will roll out final draft on July 25th.
- New Division website was approved, spoke with web developer - which will have CCC program information.

Adjourned at: 7:15pm

Recorder Hern Kim