

Arlington Cultural Council Agenda
Monday, February 9, 2015
Arlington Senior Center, Lower Level, 7:30pm

Call to Order -- 7:30 p.m. (Eliza)

1. Approval of December Minutes (Eliza) -- 5 mins
2. RFPs (Eliza/Maggie) and Report on Outstanding 2014 Grants (Maggie/Eliza) – 5 mins

- 2014-01 Stop Requested
- 2014-09 – Eulipia Jazz
- 2014-19 – Arlington Writes

3. Grant Cycle– 10 mins

- Correspondence (Joe)
- Publicity (Elisabeth)
- Liaisons and liaison letters – update from liaisons

4. Tour through DropBox (Suzi/Eliza) – 10 mins

5. Grantee Reception Planning (Eliza) – 15 mins

- Budget – discuss and approve specific limit
- Invitation update – select final design
- Task assignments:
 - Plan entertainment
 - Create, print and send invitations (invitations to be labeled @ 3/9 mtg)
 - Publicity - press releases, post to FB and ACC web page, post flyers at local businesses
 - Plan and solicit donations or purchase food and drinks
 - Slideshow for program?
 - Write welcome notes, create program

5. Community Input requirement (Eliza) – 10 mins

6. ACAC Liaison update (Scott) – 5 mins

7. Bylaws potential correction update (Jeff B.) – 5 mins

8. New Business - 10 mins.

UPCOMING EVENTS

February 9, 2015 – Monthly meeting, Sr. Center Art Room

March 6, 2015 – A-town Teen Video Contest Winners Screening, Regent Theater

March 9, 2015 - Monthly meeting, Sr. Center Art Room

April 13, 2015 – ACC Grant Awards Reception at Town Hall