

AGENDA
Otis Cultural Council

Wednesday, August 20, 2025 at 6:00 PM
Meeting in-person at Town Hall

- I. Call to Order**
- II. Approval of the minutes of June 18, 2025**
- III. Chair Report**
 - 1. Webpage & Otis Observer copy
 - 2. Membership amended online
 - 3. Social Media postings
 - 4. Concert series deferred
 - 5. New email : culturalco.otis@gmail.com
- IV. Financial update: (Shanon)**
- V. Otis Library Request**
- VI. CY 2026 Grant Cycle:**
 - A. How it works
 - 1. Calendar
 - 2. SmartSimple Software: log in for council information
 - a. <https://massculturalcouncil.org/communities/local-cultural-council-program/>
 - b. Click « LCC Member Toolkit »
 - c. Click « Access the Agency's grants Management System »
 - d. Use your email & password or register if you have no account.
 - B. Emails from MCC – the State Agency: LCC Guidelines (Sent to you by Jeanne)
 - C. Application process for applicants
 - 1. Applications accepted online from Sept. 2 – October 16, 2025
 - 2. Apply at <https://massculturalcouncil.org/communities/local-cultural-council-program/>
 - 3. Tutorial for applicants on Sept 9
 - D. Behind the Scenes
 - 1. Annual Report
 - 2. Voting meeting
 - 3. Rejection letters
 - 4. Approval letters
- VII. Recycling (Deb)**
- VIII. Other business:**
- IX. Next meeting Dates: August 20**
Sept. 17
November 12 – Voting Meeting!