

**MINUTES**  
**Otis Cultural Council**  
**November 25, 2025**

This meeting was conducted in person.

- I. **Call to Order:** 6:15 p.m. Present: Jeanne Randorf, Carole Burke, Arlene Tolopko, Deb Fogel, Susan Hicks, Tricia Smith, Shanon Albee
- II. **Approval of the minutes of August 20, 2025:** Deb Fogel approved the minutes, and Arlene Tolopko seconded the motion. The minutes were approved.
- III. **Chair Report (Jeanne):**
  - a. Review of the Mission Statement. Keep in mind for voting on grant applications
  - b. Categories of the 53 grants to review
- IV. **Financial Report (Shanon)**
  - A. We have received 53 requests amounting to a total of \$33,908
  - B. We have \$10,700 from the state and the town to grant for 2026
  - C. In addition, we have funds raised through recycling and donations
- V. **Voting**
  - a. **Consideration of applications for all youth programs**
    - i. We voted to support 8 programs
    - ii. These include FRRES, Lee Middle & High School, & Library
  - b. **Consideration of applications for Workshops & Lectures**
    - i. We voted to support 4 programs
    - ii. These include programs at the Library, COA, and Tolland Forest
  - c. **Consideration of applications for performances and exhibitions**
    - i. We voted to support 7 programs
    - ii. These include music events for veterans, at the COA, at the library and for summer of 2026
  - d. **Consideration of requests for Donations**
    - i. We voted to offer small donations to 8 programs in our area
    - ii. These include events in neighboring towns which are open to Otis residents
  - e. **In summary,** we approved 32 grants for a total of \$20,108. Carole and Jeanne will meet soon to issue the denial letters to those not approved. In two weeks they will then send letters of approval to all the approved programs.

Jeanne will schedule meetings for year with the Town Clerk. Next meeting will be February or March, 2026.

The meeting was adjourned at 8:40 pm

Minutes submitted by Carole Burke