

## **Arts & Technology Education Fund Committee**

### **July 24, 2025 Minutes**

*Those in attendance: Hana Barker, Beverly Barrett, Candy Chase, Izzy Hastie (arrived at 6:30 pm), Kirk Marshall, Carrie Meikle and Evelyn Thoren*

*Absent: Theresa Evans, Linda Hirsch, and Jay Lang*

The meeting was called to order at 6:01 pm.

Evelyn asked if there were any changes to the May 21st minutes. Hana made a motion to approve; Candy seconded. All were in favor.

Evelyn asked for the financials but could not obtain them because staff is on vacation.

Theresa sent an email prior to the meeting which gave Evelyn some thoughts on the bylaws. Evelyn had called Paul Cohen who said the bylaws couldn't be modified unless changes were submitted to the fall town meeting then approved by the attorney general. The deadline is August 4th.

There was discussion about having more than one grant cycle per year. Kirk suggested quarterly. Evelyn said to consider the amount of money in the ATEF fund before offering too many grant cycles. She would like to try two per year, increasing as needed. Kirk suggested fall and spring.

Candy suggested speaking at the first teacher meeting before school starts. Evelyn had contacted Linda in the past but was not notified of the meeting date. She said to take into account the timing of fiscal year vs. academic year. We could add "money needs to be spent expeditiously."

The section of bylaws that are under consideration for amending is:

Grant requests shall be presented in the format specified by the Committee requesting funding from the Chelmsford ATEF. Applications shall be available from January to March of each year. They shall be postmarked or stamped no later than March 31 of the same year for review by the ATEF Committee. The final awards shall be implemented in the following fiscal year.

Beverly suggested that it should be changed to:

Grant requests shall be presented in the format specified by the ATEF Committee.

Hana made the motion to delete section A and replace it with "Grant requests shall be presented in the format specified by the ATEF Committee." Beverly seconded. All approved.

Evelyn will get the new wording to Paul Cohen for town meeting. Two thirds of the town reps will have to approve, then the bylaw change will go to the MA attorney general. It usually takes about three months; we can't implement it until the spring.

Kirk suggested that we wait until Linda and Jay are in attendance to discuss changes to ATEF schedule. Hana said she will map out some possibilities for discussion at the next meeting.

We discussed publicity. Candy said a personal connection with the teachers is helpful. Kirk suggested a meeting with the principals. Evelyn asked why we have fewer applications. Is it due to newer principals? Kirk suggested it was because of schools being well funded. Hana suggested that we work with Linda for new ideas.

Bev asked about the grant presentation in June. Evelyn went to the town select meeting to present grant.

From now on, Izzy will generate financial statements. A check arrived in the ATEF box that was dated October 2024. Evelyn will try to deposit. Evelyn said that we received several gifts that were made in memory.

Evelyn suggested that we meet next in the fall. The next meeting is scheduled for Thursday, November 6, 6 pm (possibly 5 pm).

Kirk made a motion to adjourn; Hana seconded. All approved. The meeting was adjourned at 6:49 pm.

Respectfully Submitted,

Carrie Meikle

Secretary, ATEF