



**MINUTES OF THE MEETING**

Tuesday, October 29, 2019

8:30 a.m.

88 Court St, Middletown, CT

MCA Subcommittee: Arts Support Services Grants  
Present: Charlotte McCoid, Joyce Kirkpatrick, Pamela Steele,  
and Kisha Michael, Staff

1. Call to Order: The meeting was called to order at 8:40 a.m.
2. Public Session: No one from the public was present.
3. Review of revised guidelines: The committee discussed the program's guidelines and the application forms with special attention to helpful comments by the OGC. The committee worked to continue Kisha Michael's clarification and simplification of the documents.
4. Recommendations for revisions of guidelines will be forwarded to the Mayor's Office for review and then presented to the full Commission on the Arts for approval.
5. Any further business: None
6. The meeting adjourned at 10:08 a.m.

Respectfully submitted,  
Joyce Kirkpatrick, Secretary pro tem

**cc: Town Clerk**