**Westport Cultural Council minutes of special meeting of December 29, 2021**

The Westport Cultural Council met virtually, via *Zoom*, to discuss the response to a December 15, 2021 complaint Mr. Patrick Higgins filed with the Massachusetts Attorney General’s office. The complaint stated that the Cultural Council did not include in the posted agenda for the December 1, 2021 meeting the list of names and project titles associated with the grant applications for which funding decisions were to be made during the December 1, 2021 meeting. (Because this requirement does not go into effect until fiscal year 2023, the Cultural Council was not in violation of the rules governing the open meeting laws.)

Present: Rob DelGaudio, Midori Evans, Tom Peirce, Carol Vidal, Nancy Whitin and Alexandra Whitney

Carol called the meeting to order at 6:35 P.M.

Prior to the meeting, Carol circulated a partial draft of a letter to the Massachusetts Attorney General’s office, responding to the complaint filed by Mr. Higgins. All members had read this draft. Rob DelGaudio made a motion to designate Carol as the Cultural Council member tasked with responding to the complaint. Tom Peirce seconded the motion and all voted in favor. Carol will send the letter on December 30, 2021.

The meeting adjourned at 6:40 P.M.

The Cultural Council will reconvene for the next regularly scheduled monthly meeting on January 5, 2022 at 6 P.M., to be held virtually, via *Zoom.*

Respectfully submitted,

Alexandra Whitney