Approved 10/08/14

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Minutes

City Of Roseville Grants Advisory Commission
Tuesday, September 10, 2013
7:00 P.M.
Council Chambers
311 Vernon Street

Commission Chair Susan Goto opened meeting with a moment of silence in honor of Nela Luken.

I. Roll Call

Commissioners present: Tina Angell, Susan Duane, Marilyn Eisner Festersen, Susan Goto, Pam Herman, Meghan Julin, Eileen Speaker, Jefferson Willoughby

Staff present: Vicki Philpott, Tivonna Stern, Kelly Wickline

II. Minutes of Prior Meeting

a. Commissioner Willoughby made a motion to approve the minutes of the July 9, 2013 meeting. The motion was seconded by Commissioner Herman.
(7 ayes, 0 nos), motion passed.

III. Oral Communications

None

IV. New Business

a. Welcome new Commissioners

Commissioner Goto welcomed Commissioner Angell and Commissioner Speaker.

Vicki Philpott will be acting Grants Advisory Commission Liaison.

b. Adopt 2014/2015 Funding Cycle Calendar

Commissioner Eisner Festersen made a motion to adopt the 2014/2015 Funding Cycle Calendar. The motion was seconded by Commissioner Angell.
(7 ayes, 0 nos), motion passed.

c. Review 2014/2015 Draft Grant Application

Commissioners reviewed the Draft Grant Application, two edits will be made (eliminating the 75% funding inquiry and adding a question regarding Board giving) and the subcommittee will review application questions in the online format before bringing questions forward for adoption.

d. Review 2014/2015 Draft Guidelines

Commissioner Willoughby made a motion to adopt the 2014/2015 Guidelines. The motion was seconded by Commissioner Eisner Festersen.
(7 ayes, 0 nos), motion passed.

e. Determine CBF maximum award

Commissioner Duane made a motion to adjust the targeted maximum award during the 2014/2015 funding cycle to $15,000. The motion was seconded by Commissioner Angell.
(6 ayes, 1 no (Goto)), motion passed.

V. ***Reports/Comments/Commission/Staff***

The updated calendar of meetings/agenda items was reviewed; calendar is subject to change due to implementation of automated grants system.

Historical Assessment Report - Vicki Philpott will review submitted edits, finalize and review with the subcommittee (Pam Herman, Marilyn Eisner Festersen and Jefferson Willoughby) before presentation to the full Commission at the October meeting.

Vicki will meet with the Application Subcommittee (Marilyn Eisner Festersen, Susan Goto and Susan Duane) selected to review the online grant application and ensure that the online application replicates the questions requested on the paper application. This will be accomplished before the October GAC meeting.

Phase 2 of the comprehensive review is on hold until after the first of the year.

Commissioner Angell, Commissioner Speaker and Vicki Philpott were all welcomed to the Grants Advisory Commission.

VI. Adjournment

Commissioner Eisner Festersen made a motion to adjourn the meeting in honor of Nela and Sidney Luken at 8:11p.m.; Commissioner Willoughby seconded the motion.
(7 ayes, 0 nos), motion passed.