



City Of Roseville Grants Advisory Commission
Tuesday, September 8, 2015
5:30 P.M.
Council Chambers
311 Vernon Street

I. Roll Call

Commissioners Present:

Jefferson Willoughby (Chair)
Tina Angell (Vice Chair)
Stephanie Dement
Audra Flynn
Dawn Heywood
Grace Keller
Eileen Speaker
Jared Woosley

City Staff Present:

Michael Christensen, Deputy City Attorney
Laura Matteoli, Economic Development Manager
Kelly Wickline, Management Assistant

II. Minutes of Prior Meeting

- a. Commissioner Angell made a motion to approve the minutes of the July 14, 2015 meeting. The motion was seconded by Commissioner Speaker. Commissioner Dement arrived after vote.
Vote: Motion carried 4-0
Yes: Angell, Flynn, Heywood, Speaker
Abstain: Keller, Willoughby

- *Stephanie Dement arrived at 5:31 p.m.*

III. Public Comments

None

IV. New Business

a. Welcome new Commissioner

Commissioner Keller was welcomed to the Grants Advisory Commission and provided a brief background on herself.

b. Election of Chair and Vice Chair

Commissioner Dement made a motion to continue with Jefferson Willoughby as Chair and Tina Angell as Vice Chair for the 2016/2017 Funding Cycle. The motion was seconded by Commissioner Speaker.
Vote: Motion carried 7-0
Yes: Angell, Dement, Flynn, Heywood, Keller, Speaker, Willoughby

c. Adopt 2016/2017 Work Plan

Laura Matteoli notified the Commission of the Council's request to hold a Council Workshop to discuss Grants, the workshop is expected to take place in November. Commissioners will be notified when the date has been confirmed; the workshop will be posted by the Clerk's Office.

Commissioner Heywood made a motion to adopt the 2016/2017 Work Plan. The motion was seconded by Commissioner Keller.

Vote: Motion carried 7-0

Yes: Angell, Dement, Flynn, Heywood, Keller, Speaker, Willoughby

d. Adopt 2016/2017 Funding Cycle Calendar

Commissioner Heywood noted a date correction needed.

Commissioner Angell made a motion to adopt the 2016/2017 Funding Cycle Calendar as amended. The motion was seconded by Commissioner Heywood.

Vote: Motion carried 7-0

Yes: Angell, Dement, Flynn, Heywood, Keller, Speaker, Willoughby

e. Determine CBF maximum request

Commissioner Dement made a motion to change the maximum request to \$12,000; the motion was not seconded. Commissioner Angell made a motion to change the maximum request to \$10,000; the motion was seconded by Commissioner Speaker.

Vote: Motion carried 4-3

Yes: Angell, Speaker, Keller, Willoughby

No: Dement, Heywood, Flynn

V. Reports/Comments/Commission/Staff

a. 2014/2015 Final Reports

Staff provided an update on the 2014/2015 Final Reports. 2014/2015 was the first cycle reports were submitted through ZoomGrants; Commissioners have access to review complete reports online. Staff is following up with the two recipients that did not submit reports and will notify commissioners when they are submitted.

VI. Adjournment

Commissioner Dement made a motion to adjourn the meeting at 6:05 p.m.

The motion was seconded by Commissioner Angell.

Vote: Motion carried 7-0

Yes: Angell, Dement, Flynn, Heywood, Keller, Speaker, Willoughby