

Committee Members Present: Kenyon Merritt, David Faliszek, Ben Rubin, Sandra Hull-Richardson, Ellen Williams, Sally Pettigrew, Kedgar Volta, Karen Smith, Angela Strain, Jannet Walker-Ford

Committee Members Absent: Diana Donovan, Truitte Moreland

Staff Present: Amy Palmer, Joy Young, Megan Reid

Call to Order

Kenyon Merritt called the meeting to order at 9:01 AM, read the virtual meeting opening statement, and called roll.

CSGP Miscellaneous

Kenyon Merritt made a motion to the minutes from the CSGP Orientation on June 17, 2020, all were in favor, the motion passed unanimously.

COJ Update

The executive director gave an update on the Cultural Council and an overview of emergency legislation introduced by C.M. Michael Boylan to assist CSGs during the pandemic. One provision would reduce matching requirements; another would extend the grant period and related reporting deadline for pilot program grantees.

On-site Information

Amy Palmer listed the applicants for the operating and program grants. She reviewed the on-site assignments and instructions for scheduling, preparing, during visit, and after visit with consideration of COVID-19. The on-site evaluation report form and deadline of Monday, August 24, 2020 were reviewed. The committee was reminded that the applicant needs to fact check the draft prior to the deadline. A volunteer is sought for an emergency back-up plan. The Foundant online grants portal was reviewed. Experienced committee members provided guidance to new committee members on the on-sites.

Opportunity for Public Comment No comment was made.

The committee recessed from 10:04 AM to 10:15 AM. Returning committee members left the meeting and new committee members and the committee chair stayed for further training.

More about on-sites

Amy Palmer and Kenyon Merritt reviewed the on-site visits as required by ordinance. The responsibilities of the CSGP Committee include serving as an on-site evaluator and lead reviewer for a selected number of applicants. On-site visits are a way to review applicants more in-depth. Each organization is assigned one committee member, who will visit with the organization's leadership. Committee members will write reports about their visits, which will be shared with the other committee members prior to the preliminary score deadline and hearings. There isn't a specific score tied to on-site visit; they are informational. Further instructions and tips were given for this process.

Sunshine Moment Kenyon Merritt and Amy Palmer reviewed an ethics pop quiz.

Adjournment The meeting was adjourned at 11:00 AM.