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**CSGP Committee**  - **FY2023** **Orientation**

Minutes (pending approval)

**Wednesday, June 7, 2023, 9:00-11:00 AM**

Jessie Ball duPont Center, 40 East Adams Street in Conference Room 202

**CSGP Members Present In-Person:** Wilton Blake,Amy Crane, Cory Driscoll, Sondra Fetner, Ari Jolly, Sally Pettegrew, Laura Schepis, Tim Snyder,Angela Strain, Ellen Williams (Chair)

**CSGP Members Present Online:** Karen Estella Smith

**CSGP Members Absent:** NA

**CCGJ Staff:** Amy Palmer (Director of Grants Administration), John Poage (Grantmaking Manager), Diana Donovan (Executive Director)

**Guests**: NA **General Public:** None

Call to Order Ellen Williams

* Meeting was called to order at 9:04 a.m.
* Welcome & Introductions

Overview - MORE Art Culture Diana Donovan

Approval of Minutes Ellen Williams

* Capital Grant Meeting & Hearings

**Motion Driscoll, 2nd Schepis. Passed 10-0.**

CSGP LOIs/Process Overview/Timeline Amy Palmer

Sunshine: Quorum, Remote Participation Ellen Williams/Amy Palmer

* + Motion needed for definition of “extenuating circumstances”

**“In-person attendance requirement for Committee members for meetings may be waived due to extraordinary circumstances, specifically for Personal Illness, Unavoidable Work Conflict, and Summer Travel.”**

**Motion Jolly, 2nd Fetner. Passed 10-0.**

Declaration of Recusals Amy Palmer

Misc./Homework John Poage

* Demographic Survey, Review - Bios/Photos/Contact Info, Ethics Training, Foundant log-in

Grant Process Changes/Updates Ellen Williams/Amy Palmer

* FY2024 Capital Grant process will begin earlier
* Meeting to certify CSGP eligibility of organizations submitting LOIs will be added

ROI for CSGP Amy Palmer

***Break – at discretion of the chair. Returning committee members may leave; new committee members stay***

**PART TWO: 10:25-11 a.m.**

Chapter 118, Part 6 Review Amy Palmer

Guidelines Review Amy Palmer

Opportunity for Public Comment Ellen Williams

* There were no public comments

Adjournment Ellen Williams

* Meeting was adjourned at 10:55 a.m.