

Meeting Minutes

January 16, 2018

6:00 p.m.

Civic Center, Conference Room #3109

1. Call to Order/Roll Call

Present: Billy Gurr, Jennifer Prather, Brendan Binns, Sheryl Carstens

Absent: Teri Smith, Preston Martinez, Valerie Medina

2. Approval of Minutes

Motion to approve minutes with the addition to clarify Sheryl gave proxy to approve previous minutes via email by Billy. Seconded by Sheryl. Motion approved.

3. Financial Report

None

4. By-Laws

Board president proposed revisions and edits to the organization's by-laws. Including, adding a section on public access to meetings and board member contributions. Sheryl motioned to accept by-laws with discussed revisions and upon waiting to hear from city input on public access to meetings. Motion was seconded by Billy. Motion approved.

5. Grant Cycle

Board president provided a draft grant agreement to be implemented for this year's grantees. Grant agreement will be given to grantees along with notification of their award. It will be expected that the agreement is turned in on or before the day their funds are handed out.

Jennifer motions to approve grant agreement as written with the edit under section Reports, that "The report narrative must be submitted on the QCF Form, which will be provided to Grantee at least 45 days in advance." Motion seconded by Brendan. Motion approved

6. Golf Tournament

Billy, chair of golf tournament, is currently in contact with Buffalo Run Golf Course to get a date finalized. He will email the rest of the board suggested edits to material and possible dates to hold the tournament.

7. Strategic Planning

Board president proposed a strategic planning process from January 2018 through October 2018 with top 3 priorities to be: board development, fund development and diversification, contact/donor database. Motion to accept priorities as part of the strategic plan by Sheryl. Seconded by Brendan. Motion approved.

8. Other Business

Board president will be taking a class on raffle licensing and look into requirements and responsibilities.

9. Adjourn