MEETING MINUTES  
December 12, 2019 06:22 PM  |  ESTHER HOWLAND, CITY HALL

TYPE OF MEETING  
Monthly Meeting – December

FACILITATOR  
Samantha Fiakofi

NOTE TAKER  
Stephanie Mireku

ATTENDEES  
Yasmin Goris, Mitchell Perry, Tom Conroy, Lisa Malo, George Sedares, Nikki Erskine

AGENDA TOPICS

I. APPROVAL OF MINUTES

CONCLUSION  
Approved

Tom motioned to approve the minutes. Mitchell seconded the motion.

II. BUDGET REPORT

CONCLUSION  
Approved

Sam motioned to approve the budget report. George seconded the motion.

III. Book Fest

a. Agreed as council project and will lead Friday night program
b. Need to give update for next committee meeting
c. Friday night program will highlight poet laureates and should be literary and interactive
d. Confirmed: will host reception
   i. Need to review funding details with committee
   ii. Need to meet biweekly about Book Fest

IV. Membership updates

a. Gabe resigned
b. Sam’s term is complete
c. Will be potentially adding in new members soon
d. Elections: Yasmin is new chair

V. Crocodile River Music question

a. Can they be reimbursed with some programmatic changes due to funding acknowledgment: 6 Yes, 1 Abstain
### VII. 2020 Grant Guidelines/Rubric

a. Discussion about fellowship rubric and how to weigh residency (Lisa working on this)

b. Discussion about how to evaluate existing/inherited guidelines (Tom working on this)

c. Review overall guidelines
   i. Replacing curriculum question/consider impact to community input survey
   ii. Rental of occupied space question
   iii. Repetition of programming question
   iv. Suggestions: host grant workshops over summer instead of later in season

**Adjourn 9:34 PM**

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### VI. REIMBURSEMENTS

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