

MINUTES OF THE NAPA COUNTY ARTS AND CULTURE ADVISORY COMMITTEE

Special Meeting

Napa County Board of Supervisors Chambers
1195 Third Street, Suite 305, Napa, CA 94559

September 23, 2013
8:00 a.m.

I. CALL TO ORDER AND ROLL CALL

Meeting called to order by the chair with the following committee members in attendance; Olivia Everett, Nathell Glover Buford, Eddi Wolk, Stephen Sossaman, Patricia Bardwell and Leslie Wilks. Commissioners Susan Bartolucci and Lisa Adams Walters were excused and Yvonne Henry arrived during item IV b.

II. PUBLIC COMMENT

None

III. APPROVAL OF MINUTES

- a) Deputy Executive Director requests approval of the minutes for the meeting held on August 26, 2013.

Motion made by Leslie seconded by Stephen to approve minutes as written.

IV. ADMINISTRATIVE ITEMS:

- a) Presentation by Shirin Vakharia, Program Director for the Arts, Social Justice and Interfaith Understanding, Marin Community Foundation on the Audience Development Grant Program and Community Arts Granting – Olivia Everett ;

Item introduced by Olivia Everett; Presentation made by Shirin Vakharia from the Marin Foundation.

- b) Presentation by Marla Tofle, Vice President of Philanthropic Services, Napa Valley Community Foundation on Capacity Building Grant Programs – Olivia Everett;

Item introduced by Olivia Everett; Presentation made by Marla Tofle from Philanthropic Services.

- c) Discussion and Approval of Grant Process and Timeline for FY 2014 – 2015 including grant guidelines, grant applications, grant selection criteria, other forms, and workshop agenda;

Purpose section amended: Motion made by Yvonne Henry, seconded by Olivia Everett.

Who and What are Eligible section amended: **Motion made by Olivia Everett, seconded by Stephen Sossaman.**

Funds and Distribution section amended: **Motion made by Patricia Bardwell, seconded by Eddi Wolk.**

What We Do Not Fund section amended: **Motion made by Nathel Buford, seconded by Leslie Wilks.**

How to apply section amended: **Motion made by Olivia Everett, seconded by Stephen Sossaman.**

Supporting Documents section amended: **Motion made by Leslie, seconded by Olivia.**

Grant Application Evaluation section amended: **Motion made by Olivia Everett seconded by Leslie Wilks.**

Selection Criteria section as amended: **Held discussion. Motion made by Olivia Everett seconded by Patricia Bardwell.**

Scoring process –Continued to October 2013

Post Grant Reporting Guidelines section as amended. **Motion made by Olivia Everett seconded by Leslie Wilks.**

How to File a Post – Report section - Continued to October 2013

Discussion on Workshop - Continued to October 2013

d) Discussion and possible approval of dissolution of ad-hoc sub-committees.

Workshop subcommittee should not be dissolved

Motion made by Stephen Sossaman seconded by Olivia Everett to dissolve grant selection and grant application ad hoc subcommittees.

Brief discussion held regarding adding PR and Marketing Ad Hoc committee.

V. COMMITTEE MEMBER REPORTS/COMMENTS

None

VI. ADJOURNMENT - Adjourn to regular meeting of the Advisory Committee on October 28, 2013 at 9:00 a.m.

Motion to adjourn made by Yvonne Henry seconded by Stephen Sossaman at 1:17 p.m.