

**Cultural Funding Advisory Committee
2018-19 Funding Cycle
Agenda**

Members: Connie Bye
Kate Camber
James Cash
Becky Crook
Jen Kochenash
Helen (Kami) Lee
Diane Walker

Chair: Councilmember Wayne Roth

Also Attending: Anne Katahira, The Giving Practice

Meeting Goals

- CFAC members agree on approach to initial proposal review
- CFAC members conduct initial review of proposals and identify additional information needed or specific questions to ask organizations

6:00 – 6:10	Call to Order Approve Agenda Disclose Conflicts of Interest Approve Meeting Minutes from October 16, 2017
6:10 – 6:25	Recap of Committee Approach to Initial Proposal Review
6:25 – 7:55	Initial Discussion of Proposals and Questions for Applicants
7:55 – 8:00	Next Meeting Dates and Topics November 6, 2017 – Applicant Presentations
8:00	Adjourn



Cultural Funding Advisory Committee MEETING
Monday, October 16, 2017
City Hall
COUNCIL CONFERENCE ROOM
280 Madison Avenue North
Bainbridge Island, WA 98110

MINUTES

Members Present: Kate Camber Jen Kochenash
 James Cash Helen (Kami) Lee
 Becky Crook Diane Walker

Chair: Councilmember Wayne Roth

Also Attending: Anne Katahira, The Giving Practice

Absent: Connie Bye

Councilmember Chair Wayne Roth called the meeting to order at 6:02 PM.

The agenda for the meeting was approved. There were no conflicts of interest disclosed.

The Cultural Funding Advisory Committee (CFAC) members (the “Committee”) heard a presentation about the Open Public Meetings Act and Public Records Act Training led by Joe Levan, City Attorney.

Anne Katahira, consultant with The Giving Practice, facilitated the remainder of the meeting beginning with introductions and an overview of goals for the Committee.

The Committee reviewed upcoming meeting dates, discussed the purpose of a citizen review panel, expectations, and a vision for success for the Committee and its process.

The Committee reviewed the parameters of the process and eligibility requirements for applicants, and received a brief introduction to elements of a successful grant review process.

The next meeting will be held on November 1, 2017 to discuss the Committee’s initial feedback on proposals.

The meeting was adjourned at 8:02 PM.

Wayne Roth, Chair