

VILLAGE OF DOWNERS GROVE
COMMUNITY GRANTS COMMISSION

MEETING MINUTES
January 18, 2006
Village Hall Ante Room

I. CALL TO ORDER

Martin Tully called the meeting of the Community Grants Commission to order at 6:33 P.M.

Members in attendance: Martin Tully, Dave Humphreys, Kathy Nybo, and Renata Allelujka

Members absent: Pat Winter and Peggy Barrett

Staff in attendance: Susan Brassfield and Rita Trainor

II. PUBLIC COMMENTS AND QUESTIONS

There being no members to comment we moved to discuss new business.

III. NEW BUSINESS

The grant cycle has been contiguous to the Village budget fiscal year. This year the Village budget will be on a stub period (5/1/06-12/31/06) because Village Council recently approved that on January 1, 2007 the Village budget fiscal year would go to a calendar budget year. Therefore, this meeting was called to discuss three possible options for the next granting cycle.

The three options are:

- 1) The next grant cycle will be for an eight month period (5/1/06-12/31/06).
- 2) No grants will be released for the period 5/1/06-12/31/06.
- 3) The next grant cycle will be for a 20-month cycle (5/1/06-12/31/07).

Ms. Trainor, Director of Financial Services, explained to the Commission budgetary issues of going to a 20-month cycle. By going to a 20-month cycle there would be no guarantee of funding for the period 1/1/07-12/31/07 until after the budget was approved which would be sometime in early January of 2007. Also, grantees wouldn't be able to submit their reimbursement requests until after January 1, 2007.

The Commission discussed all three options and how each option would impact recipients. By having a grant cycle for the stub period and having the next grant cycle beginning January 1, 2007, the grant dollars will be smoothed out over two periods and this administrative aspect will need to be clarified to prospective applicants. It needs to be known that this is a one time thing and subsequently, the grant cycle will remain on a calendar year. By going to a calendar year, some

organizations wouldn't know their fall season; the artist and date may still be unknown at the time of grant submittal. The Commission voiced that it wouldn't be critical during the grant application review process if certain things aren't nailed down such as specific performers or performance dates. Moreover, since the grant program is based on a reimbursement basis, an event will only be reimbursed if it is held. It was calculated that the minimum amount to cover the status quo for the period 5/1/06-12/31/06 is \$34,000. Ms. Trainor calculated the level of Community Grants funding based on 8% of actual Hotel/Motel tax receipts for FY04/05 and this figure was further calculated to be reflective of an eight month period or two-thirds of FY04/05 receipts. Ms. Trainor calculated that \$42,832 could be budgeted toward the Community Grants program. [$\$799,099$ (FY04/05 actual receipts) $\times 0.08 = \$63,928$, then $\$63,928 \times 2/3 = \$42,832$]

Commissioner Tully called for a motion to formally recommend smoothing the budget and fund the stub period (5/1/06-12/31/06) based on 8% of actual Hotel/Motel tax receipts for FY04/05 and that these funds would also be reflective of an eight month period or two-thirds of total receipts in FY04/05 to correspond with the eight-month stub period. Dave Humphreys moved to approve the motion. Renata Allelujka seconded the motion. Motion passed unanimously.

The Commission discussed future meeting dates and the following schedule was determined.

April 1st: The next grant cycle due date
 April 29th: Saturday hearings (hours to be determined by the number of applications)
 May 3rd: Wednesday meeting at 6:30 PM to review grant applications
 May 23rd: Workshop meeting

November 1st: Second grant cycle due date
 December 2nd: Saturday hearings (hours to be determined by the number of applications)
 December 6th: Wednesday meeting at 6:30 PM to review grant applications.
 January 9, 2007: Workshop meeting

IV. OLD BUSINESS

There being no corrections to the August 20th meeting minutes, Renata Allelujka moved to approve the minutes. Kathy Nybo seconded the motion. Minutes adopted.

Commissioner Tully said that we still have one vacant position on the Grants Commission and asked all Grants Commissioners if they know of anyone who could possibly fill the position.

III. ADJOURN

Motion to adjourn by Renata Allelujka and seconded by Kathy Nybo. Meeting adjourned at 8:08 P.M.