

**Draft  
Minutes  
Shepherdstown Grant Committee  
5.10.22  
2:30  
By Zoom**

Called to order 2:30pm

Visitors: Susan Hall West, Edwinna Bernat, Carolyn Thomas, Peggy Bowers

Present: D.W. Gregory, C. Stroeck, M. Fortuna

Minutes from 10.28.21 Meeting

- M. Fortuna moved to approve
- **J. Haynes seconded**
- **Minutes approved**

Old Business

- CDBG Grant
  - Eight applications have been submitted for assistance; one has funded
  - Discussion about continuing to spread the word about the assistance that is available
  - **Action: C. Stroeck will inquire with local press about running PSAs on space available basis**
- AED Grant
  - Funded one month ago
  - \$10,000 for portable AED devices for Shepherdstown patrol cars
  - **Action: Waiting to hear word from funder (Firehouse Subs) on funding logistics**
- State of the Committee Memo
  - This memo, which was presented to Town Council, details the committee's process over one year: needs identification, criteria development, and recommendations for going forward.
  - **Action: C. Stroeck will forward memo to Carolyn Thomas**

## New Business

- C.O.P.s Grant for Police Personnel
  - This was removed from the committee's slate as Town will partner with University on this opportunity
- Library Habitat Garden Request
  - Peggy Bowers (designer) and Carolyn Thoimas (fundraising volunteer) presented the project to the committee and provided details on status and plans
  - Next step will be for the committee to review the plans (Evolve, 5/2 and 5/22) and examples of grants already submitted. Following that, the committee will meet to make a decision about the level of involvement that will be feasible
  - **Action: Carolyn Thomas to forward design plans and examples of submitted funding applications to C. Stroeck**

C. Stroeck motioned to adjourn

M. Jividen seconded

Meeting adjourned at 3:30pm



# BOARDS AND COMMISSIONS APPLICATION

Please write at least a paragraph for the sections that ask for a description (attach additional sheets if necessary).

You are also welcome to submit a résumé.

Name:  Mr.  Ms. Kay Schultz Address: 78 Shepherd Village Circle

Phone numbers – Home: None Work: None Cell: 301 639-9337

Email address: kay.nixschultz@gmail.com Employer: Retired

Occupations: affordable housing dev.; watershed restoration

Which board/commission would you like to serve on? grants committee

Please describe your background and education.

Education includes masters of arts in Gov't in public administration from GW Univ. BA from Duke.  
Work history - community organizing; developing affordable housing in rural & urban communities; watershed restoration & alliance organizing, Tenocancy watershed.  
Volunteer history - development team for Shepherd Village Senior cohousing; mission committee chair Shepherdstown Presbyterian Church; member rural roads advisory council Frederick County, MD; Treasurer All Saints All Daycare center Chevy Chase, MD.

Please describe your experience and any special training you may have that apply to this board/commission.

I applied for & administered WDEP/EPA grant for storm water innovations at Shepherd Village.  
I applied for & administered USDA Mutual Self Help grants for Interfaith Housing of W Maryland.  
I applied for & administered a variety of grants for Mauna, Inc. nonprofit inner city housing development.  
I established & administered the Maryland Appalachian Housing Fund funded by the federal ARC.  
I co-administered the MD Housing development advisory service giving technical assistance state-wide.

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Please describe your motivation for serving on this board/commission.

I would like to help the Town apply for grants that will move the Town's vision for the future forward including, promoting the preservation of critical natural resources, collaborating with neighbors & partners to achieve common goals, promoting the long term sustainability of the Town's high quality of life, encouraging land use patterns that promote a healthy & active living environment, embracing renewable energy initiatives & supporting locally grown food initiatives. Perhaps a Rural Placemaking grant has merit.

Please describe what you know about this board/commission.

I understand this committee develops grant requests in priority areas. might be worth pursuing.

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How did you hear about this board/commission?

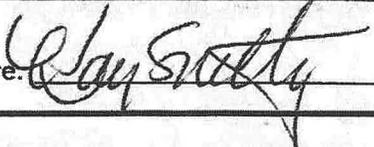
From website for Town & the Mayor.

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Please provide two personal or professional references (include name and phone number).

Mareken Aherne 202 253-9056  
Suelen Myers 304 876-6035

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Signature: 

Date submitted: 5/27/22

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Please type in your answers and submit the completed form by hand, mail, fax or email to:

Town Clerk's Office  
104 North King Street  
P.O. Box 248  
Shepherdstown, West Virginia 25443-0248  
304-876-1473 (fax)  
clerk@shepherdstown.us

For additional information, or to request a hard copy of the application, please call 304-876-2398.