

**Draft
Minutes
Shepherdstown Grant Committee
10.13.22
2:00pm
By Zoom**

Called to order 2:03 pm

Visitors: None

Present: C. Stroeck, M. Fortuna, E. Clarke, M. Jividen, J. Haynes, K. Schultz

Minutes from 5.10.22 Meeting

- M.Fortuna moved to approve, K. Schultz second
- **No objection**
- **Minutes approved**

Old Business

- CDBG Grant
 - Program has been extended to expire May or early June 2023
 - Ideas for promoting include: magistrate court, newspapers, churches, Shepherd Dean of Students, SAIL, Shepherdstown Shares; A. Boyd will create press release
 - **Actions: C. Stroeck will distribute updated flyer to committee members**
- AED Grant
 - **Action: M. Jividen will create a thank you note**
 - **Action: C. Stroeck will speak with M. Amerikaner about including a notice and information about how folks can find Firehouse Subs**

New Business

- Uniform Grants Management Policy was reviewed, discussed, edited
- Process next steps will be:
 - C. Stroeck and M. Fortuna will revise draft based on feedback and circulate revision to committee for further comments

- Committee will meet in November, this meeting will include invitations to A. Beall, A. Boyd, the public, etc..; draft will be discussed at meeting with comments from visitors
- Draft will be finalized, committee will meet again to vote and approve referring the draft policy to the town council, which will vote to approve, revise, or reject
- **Actions:**
 - **Committee to meet _____ via zoom to review revised draft**

C. Stroeck motioned to adjourn
No objection
Meeting adjourned at 3:03pm