

Promote WPB Committee

Meeting Minutes

7 June 2018, 8.30-9.30am

In attendance: Rebecca Dohé (chair), Elaine Coorens, Fernando Moreno, Samantha Choudhury (SSA Program Manager), Hans Kumler (SSA Program specialist)

1. Community Grant Applications – the committee discussed two community grant applications
  - a. ARC Gallery—RD and EC comment that the budget provided in the grant application should be revised since this includes ARC Gallery’s monthly rent as a cost of event operation. Based on the budget provided, the committee is comfortable approving funding to cover marketing costs for the event, totaling \$304.00.
  - b. Bucktown Garden Walk—per the community grant program policy, organizations applying for grants through this program are required to submit a post-event report due 2-weeks after the SSA-funded event. No record of a final report from Bucktown Community Org (event organizer) was received in 2017, the committee will not approve funding until a report has been received.
2. The committee reviewed and discussed feedback for final print versions of the 2017 SSA Annual Report and 2018 WHERE Magazine WPB Neighborhood Guide. SSA staff will take feedback into consideration for next year’s report.
3. The committee discussed how to encourage more participation from community members in this specific committee.

Motion 1: To approve funding not to exceed \$300 from line item 1.10 (community grants) to fund ARC Gallery’s

**EC motions. RD 2nds. All in favor. Motion passes.**

Motion 2: to approve Fernando Moreno as a voting member of the WPB Promote Committee.

**RD motions. EC 2nds. All in favor. Motion passes.**