

GREATER WYOMING COMMUNITY RESOURCE ALLIANCE

November 27, 2012

9:00 AM

City of Wyoming

City Manager's Conference Room 2nd Floor

I ROLL CALL

The meeting was called to order by Chairman Carmody at 9:05 a.m.

Present: Jeff Koeze, Megan Sall, Jim Carmody, Connie Bellows, Paul Wegener, Tim Smith, Rebecca Rynbrandt, Jack Sluiter, Kent VanderWood

Absent: John Armendarez, Curtis Holt

II PREVIOUS MEETING MINUTES:

A motion was made with corrections noted by Vanderwood, supported by Sall to approve the October 23, 2012 meeting minutes. Motion carried unanimously.

III FINANCIAL REPORT

A. Tim Smith, Treasurer

A hard copy report distributed at meeting. The "ask letter" has generated \$900 to date. A review of balances was made including the General Fund at \$32,172.18 as of November 25, 2012. A question was asked how the donor letter solicitation's compare to last year at this time. This analysis has not been made as yet. A review of RecTrac (receipting software) will be made and a donor list will be provided at the next meeting. Carmody reported we received \$250 in Meijer's bucks. A motion was made by Bellows, supported by Sall to approve the Finance Report. Motion carried unanimously.

IV OLD BUSINESS

A. Ask letter update.

Carmody shared that we have received several responses that will require us to update the list. Such as people have relocated, changed names, etc. See also comments under Finance Report.

V NEW BUSINESS

A. Grant application review

A basic review of the seven organizations which submitted was made. In light of the limited number of applications, it was suggested that we may need to host a seminar on how to fill out the application in the future. Koeze suggests putting a sample on the website as a template as well as a listing of projects previously awarded. Bellows suggests limiting the application submittal to two pages.

Kenowa Chapter of the National Ambucs, Inc. – A discussion of their grant ensued. Bellows encouraged their interaction with GVSU. Motion to approve by with stipulation that funds must be used for Wyoming residents was made by Vanderwood, seconded by Bellows. Motion carried unanimously.

Disabilities Advocates Kent County – Smith would like more information on financial health of the client. Vanderwood indicated that the client is 56 with Multiple Scoliosis, and is low-income. Carmody referenced page 1 of the application, criteria provided. Motion by Sall, seconded by Smith, to approve the application with the requirement that documentation be submitted of the client's low income status. Motion carried unanimously.

Godfrey Lee Public Schools – Community Health Fair. This is very similar to last year's award with the exception of broadening the scope. Motion by Koeze, seconded by Bellows to approve as submitted. Motion carried unanimously. The Board would like to encourage other schools to reflect and expand on this type of program. Carmody will explore with the WCYC.

Lee Rebel Band Boosters – Motion by Vanderwood, seconded Smith to approve as submitted. Motion carried unanimously.

Literacy Center of West Michigan – Confirm to us that the funds will be used for the expansion of program in Godwin Heights and if they don't reach their goal of \$180,000 do they still run the program? It was recognized that the program has a strong education component. Bellows indicates they have a very good reputation. Motion with the stipulation that the funds be used at Godwin Heights Public Schools by Sall, seconded by Bellows. Motion carried unanimously.

Oriole Park Neighborhood Watch – Carmody gave the background on this new neighborhood association. From a finance audit perspective Smith voiced a concern they do not have a check book, suggesting if the grant is awarded that it be made on a reimbursement basis or that the City should purchase on their behalf. Sall suggested giving this group one of the Meijer gift cards. This suggestion was very well received. Carmody to research who paid for the other neighborhood watch signs. No motion was made.

Wyoming Police Department – Carmody apologized for his staff not having the form properly signed. He shared the successful application of the camera in the panhandle area. Koeze shared his example from personal experience which was

also a success. Motion by Koeze, seconded by Sall to award the grant. Motion carried unanimously.

VI ITEMS FOR ACTION

A. Reset December meeting date due to the Christmas Holiday. A motion to cancel the December meeting was made by Vanderwood, seconded by Smith. Motion carried unanimously.

VII ROUND TABLE DISCUSSION

None.

VIII PUBLIC COMMENT

None.

IX CLOSE – NEXT MEETING DATE

Tuesday, January 22 at 9:00 AM, in the City Manager's Conference Room, Wyoming City Hall.

Respectfully submitted,

Rebecca Rynbrandt
Secretary
Board of Directors