

BCCC Minutes

Submitted by Kathryn Burton

September 29, 2005, 4 p.m.—Monroe City Hall, Monroe, OR

Members Present

Rick Wallace- chair
Walter Frankel- vice-chair
Kathryn Burton- co secretary/treasurer
Court Smith
May Dasch
Kathy Jederlinich
Micki Reaman
Ann Staley*
Sky Evans*

Members Excused

Karyle Butcher
Susan Johnson
Court Smith
Diane Tarter

Members Absent

Mary Rounds
Marilyn Stewart

*New coalition members

-Rick Wallace welcomed all members to the 2005-2006 year of coalition activities

-Introductions

-Updated membership lists were passed out- correction—May Dasch

I. Election of new co secretary/treasurers- Susan Johnson and Kathryn Burton- elected unanimously

II. Minutes from last meeting on June 23, 2005 reviewed and approved unanimously

III. Committee Reports

-Draft Budget was reviewed

REVENUES-

-Revenues remaining from 2004-2005-- \$2,587.23
-New grants and operating funds for 2005-2006-- \$9,323.00
-Interest from County Trust Fund-- \$150
-Total Revenues for 2005-2006-- \$12,060.23

EXPENDITURES (Estimates based on 04/05)

-Grants (contracted services-- \$8,500.00
-Supplies & Operating Expenses-- \$1,000.00
(grant process supplies: postage, duplicating; PO box, Web maintenance)
-Printing & Publication--\$800.00
(bookmark, advertising, posters)
-Special Projects--\$400.00
-Cost Allocation-- \$430.00
(fee for County financial services)

Total expenditures for 2005-2006--\$11,130.00

Reserves--\$930.23

-Grants committee report

- Walter reported that 211 donors (includes individuals, couples filing jointly and organizations) in Benton County gave a total of \$110, 428 to the Oregon Cultural Trust in the 2004-2005 cycle.
- proposed granting schedule was reviewed for 2005-2006 granting cycle (SEE ATTACHMENT titled Proposed Granting Schedule)
- it was discussed that having a two-part granting process was helpful in the last granting cycle---1. a letter of intent and 2. a proposal
- by committee vote all grants last year were to be made between \$500 and \$1000—all grant money dispersed was less than \$1000/grant-
- some discussion for new members about how the granting cycle operates
- there is some concern for how to better assist potential grantees with the process
- a charge to the coalition as a whole is to get word out to as many people as possible about our grants
- will continue the emphasis on partnerships between individuals and groups with 501(c)3 organizations
- bookmark idea suggested by Walter to advertise BCCC grants- to be placed in bookstores and libraries, etc.

-Public relations/publicity report

- Fall Festival space was not available for Coalition publicity this year
- Using posters Rick had laminated from the OTC some visibility was available at the Corvallis Community Band performance at Fort Hoskins this summer (an event subsidized by the Coalition)
- Rick also had a banner made with our logo and contact information for use at future BCCC funded events—it will be used at an upcoming concert in Alsea
- it was suggested that a packet of BCCC materials be created for all grantees to use to publicize their events
- as a Coalition we need to remind grantees to acknowledge the OTC and BCCC at their events
- Rick has created paper name tags for each BCCC member to wear and/or pass out at events that we attend—these include member's name and the BCCC logo

-Website report

- Court Smith new website chair
- the committee has been working on creating and implementing a list of organizations on the BCCC website
- a new form was developed to be used by anyone who wants to sign up to be on the list
- ideal situation would be to have one list incorporating all individuals and organizations for the whole county- time and money are serious constraints to that
- the need for including those on the outskirts of the county a chief concern

- letters of intent go out to individuals and organizations that are identified as arts, culture, and heritage related
- letters of intent and the website are not necessarily related and the letter of intent will not reference the website
- the website list needs to include information about who are the 501(c)3 organizations
- linking with other relevant cultural information is a priority for the website

IV. New Business

ACTIONS:

- Budget for 2005-2006 was voted in unanimously
 - Suggested focal point for 2005-2006 grants
 - Innovations
 - Partners
 - 501 (c)3 partnerships
 - Volunteers
 - Remove the emphasis on children's education and place emphasis on multi-generational educational programming or events
 - County-wide distribution through granting and/or programming
 - suggested to grants committee that grants be given between the amounts \$500 - \$1,500
- Sub-committee work defined for new members and members encouraged to sign-up on various committees--
- Executive Committee: Rick Wallace, Chair
Walter Frankel, Vice-Chair
Susan Johnson/Kathryn Burton, co-treasurer/secretary
 - Grants Committee: Walter Frankel, Chair
 - Web Committee: Court Smith, Chair
 - Rural Outreach
 - Nominating Committee
 - Trust Promotions/Public relations
 - Other
- Next coalition meeting Thursday, December 8, 2005 at 4:00 (location to be determined)—Subject: Policies related to grants

Meeting adjourned at 6 p.m.