

**CALOP Commission Meeting Minutes**  
**Thursday, October 22, 2015**  
**University City, U City Library, Room #2**  
**6:00 PM**

**Members in Attendance:** Patricia McQueen, David Stokes, Claire Linzee, Bob Wilcox, and Dennis Riggs

**Members Excused:**

**Members Absent:** Beth Norton, Ted Luby, and Councilmember Terry Crow

**Guests:** Mark Albrecht, Zavion Smith

**Others in Attendance:** Patrick Wall, Keith Cole

**Call to Order**

The meeting was called to order by Ms. McQueen, acting Chairperson for the meeting, at 6:01pm.

**Approval of Agenda**

A motion was made to approve the agenda by Mr. Stokes and seconded by Ms. Linzee. The motion carried unanimously.

**Approval of Minutes**

A motion was made to approve the September 24, 2015, minutes by Mr. Wilcox and seconded by Ms. Linzee. The motion carried unanimously.

**Treasurer's Report**

Mr. Cole reported the Treasurer's Report as of September 30, 2015. He discussed the current year to date expenses and ending fund balance. A motion was made to approve the Treasurer's Report by Ms. Linzee and seconded by Mr. Wilcox. The motion carried unanimously.

Harold Sistrunk, Easy Access – FOCUS Project, former grantee, contacted Mr. Cole in regards to Profit Sharing, part of the contract. Contract states the grantee would need to return to CALOP 50% of the profits from the film. Profits would be revenues in excess of the grant budget. The 50% would be paid quarterly until the amount of the grant is returned to CALOP. Mr. Sistrunk had questions on this and wanted to know the stipulations of the profit sharing. The Easy Access project was from 2009, in the amount of \$6,000.

On December 13, 2009, there was a change in the contract verbiage to include the "50%" profit sharing in paragraph 6 of the contract.

### **Agenda Items**

Discussion pursued on the By-Laws. A motion was made to approve the By-Laws with the amended changes in paragraph 1.2, to keep only the first sentence and remove the rest by Mr. Riggs, and seconded by Mr. Stokes. The motion carried unanimously.

Discussion pursued on the Media Collaborative RFP. A motion was made to approve the Media Collaborative RFP with the discretion of the City to change the standard formatting and formal dates to coincide with the normal bidding process of the City by Mr. Wilcox, and seconded by Ms. Linzee. The motion carried unanimously.

A motion was made to cancel the November and December 2015 meetings due to the process of the RFP, the upcoming holidays, and then have the next meeting to be in January 2016 by Mr. Stokes, and seconded by Ms. Linzee. The motion carried unanimously.

Mr. Albrecht and Zavion Smith came and discussed their project that Zavion would be working on. The project is called “Garden to Tables Restaurant” which would be youth driven and based in University City. Zavion wants to be a chef when he grows up. They came to ask for grant money for this project.

Mr. Albrecht also talked about SLOUP, which is an organization where you donate \$10.00 to eat soup and the chance to listen and vote on people pitching their creative ideas. The winner gets the money raised at the event to start their project.

### **Next Meeting Date (Tentative)**

The next meeting is scheduled for January 28, 2016, at 6:00 pm. Location is U City Library – Room 2.

### **Adjournment**

A motion was made to adjourn the meeting at 6:54pm. The motion carried unanimously.