

CALOP Commission Meeting Minutes
Thursday, June 25, 2015
University City, U City Library, Room #2
6:00 PM

Members in Attendance: David Stokes, Dennis Riggs, Patricia McQueen, Claire Linzee, Beth Norton, and Edward Luby

Members Excused:

Members Absent: Councilmember Terry Crow

Others in Attendance: Keith Cole

Call to Order

The meeting was called to order by Ms. McQueen, acting Chairperson for the meeting, at 6:05pm.

Approval of Agenda

A motion was made to approve the agenda by Ms. Linzee and seconded by Mr. Stokes with the change to move the Treasurer's Report to Section IV, Agenda Items to Section V, and to table the By-Laws to the next meeting. The motion carried unanimously.

Approval of Minutes

A motion was made to approve the April 23, 2015, minutes by Mr. Stokes and seconded by Ms. Linzee. The motion carried unanimously.

Treasurer's Report

Mr. Cole reported as of May 31, 2015, the current year to date expenses and ending fund balance. A motion was made by Mr. Luby and seconded by Mr. Stokes to approve the Treasurer's Report. The motion carried unanimously.

A motion was made to move the remaining project balance from project, "CALOP School Project," in the amount of \$887.79 back to the fund balance, by Mr. Stokes and seconded by Mr. Luby. The motion carried unanimously.

A motion was made to move the remaining project balance from project, "There's No Place Like It," in the amount of \$5,825.00 back to the fund balance, by Mr. Stokes and seconded by Ms. Linzee. The motion carried unanimously.

Agenda Items

Discussion of topic was how to proceed with CALOP. The proposal from the Mayor, Councilmember Jennings, and Mr. Riggs was discussed further on the possibilities of how to get this proposal up and running. The proposal consists of creating a University City Training Center.

It was decided to draft a Request for Proposal (RFP), which would outline the specifics on how to run / operate a Training Center. Mr. Stokes and Mr. Riggs volunteered

themselves to help write the RFP, and then to bring back a draft copy for review at the next month's meeting.

Ms. McQueen handed out copies of a CALOP Grant Reserves Scenario and CALOP Grant Judging Criteria Checklist.

Besides the Media Training Center proposal, there are four additional proposed projects that have been brought before CALOP. It was proposed to meet at 5:30pm, July 23, 2015, to meet and discuss these proposals. Before the meeting, it was recommended for everyone to complete the CALOP Grant Judging Criteria Checklist and requested amount to give. Everyone was in agreement to meet at 5:30pm to discuss the proposals.

Also, during this time, the possibility of creating Sub-Committees may be discussed.

Next Meeting Date (Tentative)

The next meeting is scheduled for July 23, 2015, at 6:00 pm. Location is U City Library – Room 2.

Adjournment

A motion was made to adjourn the meeting at 7:21pm. The motion carried unanimously.