

Agenda - Williamsburg Area Arts Commission

September 22, 2014 2:30 p.m.

City of Williamsburg Municipal Building, Second Floor Conference Room

Call to order

Roll Call

Pledge of Allegiance

Agenda

Adoption of July 28, 2014 Minutes

Presentation from Williamsburg City Attorney Christina Shelton on commission guidelines on the "Freedom of Information Act" and "Conflict of Interest"

Old Business

- Grant Application Review Sub-Committee report, suggestions for improvements – Mr. Tim Caviness, Ms. Susan Branch-Smith, Ms. Karlene Jennings
- Grant Financial Forms: Balance Sheet example from state grant applications – Mr. Bob Leek
- Draft of statement to include with grant instructions on the importance of on-time Year-End Reports and possible penalties – Ms. Susan Branch-Smith
- Lyric Opera of Virginia's request to modify their grant event (need a commission vote to accept/deny the change) – Mr. Tim Caviness

New Business

- Grantees' compliance status review – Ms. Corinne Blackford

Liaison Updates

- News from liaison groups – all

Future Meetings

November 3 (Monday) 2:30 - 4:30 p.m.

Set date for: December grant notebook pick-up

January 5 (Monday) 9:00 a.m. – Grant Application Review (closed meeting)

Adjourn