

**Agenda** - Williamsburg Area Arts Commission

November 3, 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 September 22, 2014 Minutes

**Old Business**

- Draft of statement to include with grant instructions (or in Approved Funding letters) on the importance of on-time Year-End Reports and possible penalties – Ms. Susan Branch-Smith

**New Business**

- WAAC Calendar entries – Are some missing? (Ms. Susan Branch-Smith)
- Grant Application timeline (Mr. Bob Leek and Ms. Corinne Blackford)
- Review the process of evaluating the grant applications and what information to have available for the January 5 meeting – all

**Liaison Updates**

- News from liaison groups – all

**Future Meetings**

December 11 (Thursday) between 2 – 4 p.m. Not a formal meeting, just WAAC Grant notebook pick-up

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

Adjourn