**JC Arts and Culture Trust Fund Committee Meeting January 31, 2022**

Minutes taken by Midori Yoshimoto (Secretary)

Attendees: Migdalia Pagan Milano (Cultural Affairs, non-voting; in person), Christine Goodman (Cultural Affairs, non-voting; in person), Heather Warfel (JCAC, non-voting), Angelica Sanchez (zoom), Elizabeth Phillip Lorenzo (zoom), Lisa Bellan-Boyer (Zoom), Cheryl R. Riley (Zoom), Midori Yoshimoto (Zoom), Joe Harkins (Zoom)

5:44 Call to order

5:44 Sunshine Statement

5:45 Pledge of Allegiance

5:46 Roll call – all present (except Angelica Sanchez)

5:48 Minutes from meeting of January 24, 2022 approved with all in favor

5:49 EL asks for a Neighborly test-run

 Discussion on the release date which may be too soon

5:57 MM presents Neighborly walkthrough (Program Grant)

EL asks for a separate field for the grant request amount (in case it is different from the total budget)

LB points out some mistakes in wordings

6:09 Robinson Holloway (public) joins the meeting (zoom)

6:09 Neighborly walkthrough continues

 DEAI policy – add yes or no

 LB suggests providing a link for ADA; spell out ADA

 MM presents Neighborly walkthrough on (Operating Grant)

HW questions some eligibility requirements such as “5 years in existence” and “at least one full-time staff member”

6:29 Councilwoman Mira Prinz-Arey (non-voting) joins

6:40 Gretchen von Koenig (public) joins

6:46 Committee votes on changing it to “1 year in existence” and “at least one part-time paid staff member” with 5 yes; 1 no

 Vote passes

6:58 Committee votes on adding to 1:1 match grant “25% of match must be in cash” with 6 yes; 0 no

 Vote passes

7:10 LB asks to reiterate volunteers’ positions in Governance section

7:14 CG asks a break-out session on reviewing Neighborly again rather than waiting until next Monday

7:18 HW presents revised Fellowship application

 CR questions Ethnicity categories

 EL suggests using existing categories from Census or an equivalent

 HW proposes to use 2020 Census and add “select all that apply”

7:50 Discussion on the release date: set on 2/15

 But we will just say “February”

7:52 AS presents Instagram graphics drafts

 MY suggests to enlarge the JCACT logo and URL to about double the size

7:58 No public comment

8:00 Meeting adjourned