

City of Bethel Community Action Grant Meeting Minutes

April 12, 2023

Regular Meeting 7 p.m.

Bethel, Alaska

I. CALL TO ORDER

MEETING CALLED TO ORDER AT 7:13 pm.

II. ROLL CALL

BOARD MEMBERS PRESENT:	
Louise Russell, Chair	Henry Batchelor, Council Rep.
Leif Albertson, Vice Chair	Lucinda Alexie
BOARD MEMBERS ABSENT:	
Miranda Robb	Nikki Pollock
ALSO IN ATTENDANCE:	
John Sargent, Recorder & Ex Officio	

III. PEOPLE TO BE HEARD

Jaela Milford – Briefly summarized Winter House application and the fact that they are closing out their season at the end of April 2023. She wants CAG award funding to pay her monitors and for utilities.

Theresa Quiner – Spoke about the Bethel Friends of Library application that is seeking funding for a Jesuit Volunteer (JV) to work at the library. She requested an extension of \$6,044 from the last grant to be used as part of the funding she needs by September 2023 for JV.

IV. APPROVAL OF AGENDA

MOVED:	H. Batchelor	Approval of Agenda.
SECONDED:	L. Alexie	
VOTE ON MAIN MOTION	4-0 Motion Passes	

V. APPROVAL OF MINUTES

MOVED:	H. Batchelor	Approve March 29, 2023 Meeting Minutes.
SECONDED:	L. Alexie	
VOTE ON MAIN MOTION	4-0 Motion Passes	

City of Bethel Community Action Grant Meeting Minutes

April 12, 2023

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VI. UNFINISHED BUSINESS

A. Review amount of CAG funding available (memo).

L. Russell called on John to summarize the amount of CAG funding available. John referred to the memorandum included in the packet and said that \$8,848.78 was available for distribution.

MOVED:	L. Alexie	Move into Committee as a Whole.
SECONDED:	H. Batchelor	
VOTE ON MAIN MOTION	4-0 Motion Passes	

B. Review and score applications and responses received (may include questions to applicants in attendance).

Jaela Milford discussed the Winter House application and answered some questions from the committee.

Each application and response to questions asked formally in writing were reviewed and then all applications were scored.

	BRHS Wrestling (3 scales)	Winter House (salaries + utilities)	Library JV
Committee Member #1	142	128	135
Committee Member #2	162	156	155
Committee Member #3	162	123	126
Committee Member #4	158	160	160
Total	624	567	576
Average	156	142	144
Requested	\$3,819.94	\$12,395	\$20,000
Recommended	\$3,820	\$6,028	\$6,044

City of Bethel Community Action Grant Meeting Minutes

April 12, 2023 Regular Meeting 7 p.m. Bethel, Alaska

C. Review/revise applications, forms, & processes.

The committee discussed possible changes to CAG exclusions, like adding “salaries,” but ultimately, no action was taken. The score sheet is a tool that can be used to reduce the likelihood of an application being recommended for funding.

Chair L. Russell took the committee out of the whole at 8:33 pm.

MOVED:	H. Batchelor	Direct Recorder to prepare Action Memorandum for City Council with funding recommendations of CAG committee and state in the AM that the Bethel Friends of the Library will turn back in their unspent funds from the last CAG award (\$6,044) and be reallocated that same amount for the current funding cycle.
SECONDED:	L. Alexie	

MOVED:	H. Batchelor	
SECONDED:	L. Alexie	
VOTE ON MAIN MOTION	5-0 Motion Passes	

D. Update on previous award recipients, projects funded, final reports, and other follow-up issues.

Chair L. Russell acknowledged J. Sargent to see if there was anything new on this topic. J. Sargent indicated a “No.” The report is the same as the one in the previous meeting packet.

VII. NEW BUSINESS

A. Annual Election of Chair and Vice-Chair

After a few nominations and discussion, it was decided by unanimous consent that Louise Russell will remain as Chair for another year and Lucinda Alexie will serve as Vice-Chair.

City of Bethel Community Action Grant Meeting Minutes

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VIII. EX OFFICIO REPORT

J. Sargent verbally summarized his Ex Officio report.

J. Sargent summarized his report by saying that CAG awards are supposed to be unique events for projects, not a regular contribution to an organization's operating expenses.

IX. BOARD MEMBER COMMENTS

L. Alexie: I like the meeting. It is a good learning experience.

H. Batchelor: I could talk all night. It was a good meeting.

L. Albertson: Thank you for coming to the meeting and for the thoughtful discussion. I appreciate all who participated tonight.

L. Russell: We need to recruit more members to our committee. All of us should talk with people we know and ask them to join.

X. ADJOURNMENT

MOVED:	L. Alexie	Adjourn the meeting.
SECONDED:	H. Batchelor	
VOTE ON MAIN MOTION	4-0 All in favor	

Meeting Adjourned at 8:55 pm.

APPROVED THIS 22nd day of June 2023.

Respectfully Submitted:



Louise Russell, Chair

ATTEST: 

John Sargent, Recorder