

UPPER MERION TOWNSHIP BOARD OF COMMUNITY ASSISTANCE
ORGANIZATION MEETING
APRIL 18, 2013

The Board of Community Assistance of Upper Merion Township met for its initial meeting on Thursday, April 18, 2013, in the Township Building. The meeting was called to order at 6 p.m., followed by a pledge of allegiance.

ROLL CALL:

Present were: Greg Waks, Board Liaison. Also present were: David Kraynik, Township Manager; Judith A. Vicchio, Assistant Township Manager; Lydia Dan Sardinas, Member; Robyn Briggs, Member; Scott Milner, Member; Mike Bowman, President and CEO, Valley Forge Casino Resort (VFCR). Ira Lubert, VFCR, was absent.

INTRODUCTION

After offering introductory remarks, Mr. Dave Kraynik, Township Manager, opened the floor for nominations for Chairperson of the Board of Community Assistance.

A motion was made and seconded to nominate Lydia Dan Sardinas as Chairperson. Mr. Kraynik asked if there were any other nominations for Chairperson. A motion was made and seconded to nominate Scott Milner for Chairperson. Hearing no other nominations, Mr. Kraynik closed the nominations and asked for a show of hands. With three votes for Mrs. Sardinas and one vote for Scott Milner, Mrs. Sardinas was appointed Chairperson of the Board of Community Assistance.

Mrs. Sardinas asked for nominations to appoint a Vice Chairperson. A motion was made and seconded to nominate Scott Milner as Vice Chairperson. With three votes for Scott Milner and one abstention, Scott Milner was appointed Vice Chairperson.

Mrs. Sardinas stated according to the BCA policy the board is to meet a minimum of once every two months. In view of the upcoming June 30 deadline for applications, Ms. Sardinas suggested meetings should occur at least once a month through June and probably through the summer until all the applications are in, reviewed, and recommendations made to the Board of Supervisors.

Ms. Sardinas asked if there is a specific date when the BCA recommendations should be submitted. Mr. Kraynik responded there is no specific date for recommendations; the policy only indicates the application deadline.

After a discussion about the members various time commitments and schedules it was agreed to meet on the second Wednesday of the month at 6 p.m., with the exception of the first regular meeting which will be held on May 15th. (note: at the end of the meeting it was agreed to meet on May 8th).

A question was asked about the staggered terms for BCA members, and it was determined this will be clarified later.

A discussion was held about the various eligibility requirements for organizations, and it was explained that they must be either 501(c) or non-profit. Focus would be on groups that made a direct impact on Upper Merion Township. It was pointed out the BCA will make the determinations on eligibility and would be able to hold interviews, if desired. It was also noted applications could be reviewed at home if they believe it would help expedite the process and it was pointed out decisions would be made at their public meeting.

Another discussion ensued as to how applications would be made available to BCA members beforehand. Everyone agreed they could come to the Township Building and pick up the applications at the end of each week.

A question was asked about the maximum amount for a scholarship, and Mr. Waks responded it is \$10,000, but the BCA can determine how it is factored in.

Mr. Kraynik noted the application did not ask how much funding organizations were applying for. He noted this may not be appropriate for scholarships. Mr. Kraynik asked if the BCA would want to know in advance how much the organization is requesting.

Mr. Milner commented if the BCA will interview applicants this might be something that is discussed at that time. He said it may make sense to know how much they want in advance so we can evaluate the value compared to the project.

Mr. Kraynik stated the application could be amended to indicate a blank space for a grant amount. A member of the group suggested language be included that the applicant may not necessarily get the full amount requested.

A discussion followed if the application should be amended for scholarship requests, and it was determined just for the non-scholarship.

Mr. Bowman asked if it makes sense to incorporate a question that would ask if the organization has received any other funds for the specific project. He said it could skew the BCA's decision if the organization received money from another source.

Mr. Kraynik asked Ms. Vicchio to amend the application to include the grant amount with the wording that was just suggested and have it reposted on the website.

Ms. Sardinias stated the BCA will review and comment, but not vote on the applications received to date. Various applications were discussed and commented on by BCA members. It was suggested that applicants received to date will be contacted to clarify the amount requested and if there are any other funding sources/grants they are currently seeking to pay for the project request, and if so, what are they.

Mr. Bowman commented on some applications where more understanding is needed it would make sense to ask a representative to come in for a five-minute presentation.

A discussion followed about the requirements to have scholarship candidates accountable for their grades and community service, as well as a specific letter of recommendation for the scholarship and possibly a letter of recommendation from the volunteer organization. Diverse comments were received about various evaluation criteria for scholarship applicants.

With regard to organizational applicants, it was suggested they provide a list of what the money will be used for. Ideas were also discussed about auditing procedures as well as due diligence for any potential controversial groups.

Mr. Bowman stated at the next meeting the BCA members should agree to a system of prioritization. He also liked the idea of sending out a letter to solicit applications.

Mr. Miller suggested at the end of each meeting time-sensitive applications should be noted for more expeditious evaluation.

Ms. Vicchio suggesting guidelines for the application should be revised going forward for next year to indicate all scholarships will be determined by May 30th.

A discussion followed about the letter to additional prospective applicants which would be drafted by staff for signature by Mrs. Sardinias.

ADJOURNMENT:

It was moved and seconded all voting "Aye" to adjourn the meeting at 7:26 p.m. None opposed. Motion approved.



DAVID G. KRAYNIK
TOWNSHIP MANAGER

rap
Minutes Approved:
Minutes Entered: