

UPPER MERION TOWNSHIP BOARD OF COMMUNITY ASSISTANCE  
APRIL 6, 2016

The Board of Community Assistance of Upper Merion Township met for its regular meeting on Thursday, April 6, 2016 in the Township Building. The meeting was called to order at 5:35 p.m., followed by a pledge of allegiance.

ROLL CALL:

Present were: Greg Waks, Board of Supervisors Liaison; Mike Bowman, Chairperson; Lydia Dan Sardinas; Vice Chairperson; Dave Kraynik, Township Manager; Sally Slook, Assistant Township Manager; Scott Milner, Judy Vicchio, Angela Caramenico, Assistant to the Township Manager. Ira Lubert, VFCR, was absent.

MEETING MINUTES:

It was moved by Mr. Milner, seconded by Ms. Dan Sardinas, all voting "Aye" to approve the January 14, 2016 Meeting Minutes as submitted. None opposed. Motion approved 4-0.

Mr. Bowman mentioned some of the creative marketing that was done in his office to promote the BCA.

Ms. Slook passed around the ad that was placed in the Sunday edition of the *Times Herald* and noted that the \$500+ invoice for the ad will come from the BCA.

Mr. Bowman stated at the awards reception Robyn Briggs should be recognized, possibly with a plaque, in appreciation for her dedication and services to the BCA. He said this recognition should be afforded to any former BCA members for their time and good efforts on behalf of the BCA.

As a first step for the application review, Mr. Milner suggested penciling in some numbers for everything including applications for organizations and scholarships after which refinements could be made at the next meeting.

Mr. Bowman asked Mr. Milner to keep a tally of the dollars. Mr. Milner responded he has prepared a spread sheet for this purpose.

Mr. Bowman asked about the reserve. Mr. Milner responded last year there was in the \$5,000 to \$7,000 range. Mr. Kraynik noted this year there is \$153,760 to spend.

Mr. Milner asked Mr. Kraynik if the \$153,000 figure includes the \$5,000 set aside for the ambulance. Mr. Kraynik indicated he would double check with the Finance Director but he believes that figure would be minus \$5,000.

Mr. Milner said that would not include the \$500 for the ad. Ms. Slook agreed and that \$500 should be set aside for this purpose.

Mr. Milner stated he would start his tally at \$153,000 and then decide how to handle the ambulance.

It was agreed to start the discussion with the ten sports organizations followed by community organizations and then scholarships.

### REVIEW OF APPLICATIONS

As a first step in the first round application review, Mr. Bowman said the first question to be asked is if the organization received money in the past. Mr. Milner said he created a column for this purpose on his spread sheet.

Ms. Vicchio noted some of the sports organizations get a stipend from the Board of Supervisors once a year. Mr. Bowman asked that the amount of the township stipend be noted and taken into consideration.

Ms. Dan Sardinias asked if any of the sports teams have ever been denied. It was determined Dan Russell would be able to answer that question. Mr. Bowman said the question would be if they did receive money what should be done. Mr. Milner commented the question is if they already received money for their project or is the project mentioned in the application for something different.

There was a discussion about one application that came in late and it was agreed it had to be rejected in order to be consistent for the future.

The BCA next reviewed the community organizations.

Mr. Bowman commented next year those organizations previously receiving money should be asterisked in order to provide a better barometer of past BCA support.

The BCA next reviewed and discussed the scholarship applications.

Mr. Bowman asked for the total number provided for scholarships last year. Mr. Milner responded there was \$49,000 in scholarships provided. He said every year there is approximately one third of allocated funds for scholarships and two thirds for organizations. With regard to scholarships, Mr. Milner pointed

out with the Wagenmann and Von Steuben awards it leaves \$30,000 for all other applicants.

In reviewing the scholarship applications, it was noted some applicants did not complete the application.

Mr. Bowman stated for the next meeting on April 21<sup>st</sup>, BCA members should note the top 5 students and rank as 1 through 5. He said in addition to the \$10,000 award there could be a few \$5,000 awards to include some hardship cases.

Mr. Waks mentioned Mr. Wagenmann should be notified of the date for the award ceremony.

#### DISCUSSION RE: TAYLOR NEARON

Mr. Milner stated because Taylor could not attend school it was asked if the BCA funds previously awarded to Taylor could be transferred to the Upper Merion Foundation so they could support Taylor's medical needs. Mr. Kraynik asked how much funding is involved and Mr. Bowman responded \$2,000. Mr. Kraynik said all that is necessary is for the BCA to make a recommendation to the Foundation that the \$2,000 be reallocated and transferred from BCA to the Foundation earmarked for this purpose. It was noted the Foundation will also be meeting on April 21<sup>st</sup>.

After a discussion about the meeting schedule it was determined the BCA will meet at 5 p.m. on April 21<sup>st</sup>.

#### BCA Action:

It was moved by Mr. Milner, seconded by Mr. Bowman, all voting "Aye" to reallocate and transfer \$2,000 to the Upper Merion Township Foundation for the purpose stated above. None opposed. Motion approved 4-0.

#### ADDITIONAL BUSINESS

Ms. Dan Sardinias asked if Mr. Bowman would be speaking at a Board of Supervisors Business Meeting in the near future. Mr. Kraynik responded it would be the May 19<sup>th</sup> business meeting.

Ms. Vicchio had some questions about the grant verification process and year end summary report, and Mrs. Caramenico indicated she collects this information and disseminates to the BCA.

Ms. Vicchio asked what happens if all of the grant money is not used. Mr. Waks commented this has happened with one applicant and they are sending a

letter to the BCA asking if the extra grant money should be returned to the BCA or used for additional similar items for their project.

Mr. Milner requested that the spreadsheet for next year have additional columns indicating whether an applicant applied previously, if they received awards, and if so, the amount provided and also if they provided a year end summary.

Ms. Dan Sardinas said Mrs. Caramenico will compile a list of those applicants that sent in their year-end summaries.

BCA Action:

It was moved by Mr. Milner, seconded by Ms. Dan Sardinas, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 4-0. The adjournment occurred at 7:30 p.m.



DAVID G. KRAYNIK  
TOWNSHIP MANAGER

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Minutes Approved:  
Minutes Entered: