

WASHINGTON COUNTY RAP ADVISORY BOARD
MEETING MINUTES, SEPTEMBER 6, 2016

Chairwoman Summer Robertson called the RAP Advisory Board to order at 12:05 PM on Tuesday, September 6, 2016, in the Conference Room of the Washington County Administration Building, 197 E. Tabernacle St., St. George, UT 84770. Those in attendance were: RAP Advisory Board; Summer Robertson, Gary Sanders, Clyde Johnston, Doug Caputo, Todd Jones, and Allison Hunt. Others in attendance included Deputy County Attorney Brian Graf, County Senior Accountant Trevor Coombs, and Deputy County Clerk Cheyenne W. Bentley.

WELCOME: CHAIRWOMAN SUMMER ROBERTSON

Summer Robertson welcomed everyone in attendance.

APPROVAL OF MINUTES: JULY 12, 2016

Motion: **Motion by Clyde Johnston to approve the minutes of July 12, 2016 as presented. Motion seconded by Todd Jones and carried by a unanimous vote.**

AMENDING GUIDELINES

Board members had expressed a desire to change the original language used in the RAP Advisory Board Guidelines and the corresponding language in the RAP Advisory Board By-laws. Deputy County Attorney Brian Graf explained the research he had conducted in regards to changing the language and his recommendation for the changes. These revisions clarify the definition of cultural organizations and municipal and county cultural councils allowed to apply for RAP funding from this Board. The new guidelines will read as follows:

‘Types of Organizations: Either non-profit organizations/institutions having as their primary purpose the advancement and preservation of the types of activities listed above, or a Municipal or County Cultural Council having as its primary purpose the coordination of the county or respective municipalities’ efforts to advance and/or preserve the types of activities listed above.

Non-profit organizations/institutions must submit a copy of the IRS letter of determination of 501(c)(3) status or similar IRS letter for whatever entity is serving as their financial sponsor for the purposes of qualifying for 501(c)(3) status.

A Municipal or County Cultural Council must be created by Washington County, or a municipality located within Washington County, and must provide documentation from the County or respective municipality of their cultural council status.’

Amendments to the RAP Advisory Board By-laws will be voted on at a later time when they are presented officially to the Board.

Motion: Motion by Summer Robertson to accept the proposed changes to the RAP Advisory Board Guidelines. Motion seconded by Clyde Johnston and carried by a unanimous vote.

DISCUSSION OF GRANT REPORTING- FUNDS THAT HAVE NOT BEEN SPENT

Chairman Summer Robertson explained that several of the awardees from last year have had questions concerning the grant report form that was sent out, stating that they have not yet spent the funds they received. Most of the entities are questioning how the Grant Report should be filled out. The Board agreed that the Report should be filled out according to how and when the funds are planned to be spent. If those awardees apply for new funding, it will be then left up to the Board to determine how much, if any, will be awarded to them pending the use of the previous cycles funds.

SCHEDULING OF NEXT MEETING

Next Scheduled RAP Meeting: Informational Session September 13, 2016 at 5:30 PM

Having no other business, the RAP Advisory Board Meeting was adjourned at 1:00 PM.