



CLALLAM COUNTY HERITAGE ADVISORY BOARD MINUTES of November 1, 2021

MEETING OF THE HERITAGE ADVISORY BOARD (HAB)

Chair Paul Gleeson called the meeting to order at 4:30 p.m., Monday, November 1, 2021. Also present were David Brownell, Roberta Grisett, Paula Hunt, Larry Lang, Nancy Messmer, Margaret Owens, and Judith Stipe. Mike Doherty had problems connecting and listened on-line to the proceedings. Chair Gleeson appeared in person to convene the meeting. HAB Members appeared by either video or audio.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: Messmer moved to approve the November 1, 2021 agenda with the addition of 2022 Heritage funds award timeline discussion, Brownell seconded, motion carried unanimously

APPROVAL OF MINUTES

- October 4, 2021

ACTION TAKEN: Grisett moved to approve the October 4, 2021 minutes as presented, Stipe seconded, motion carried unanimously

CORRESPONDENCE – NONE

PUBLIC COMMENT - NONE

BUSINESS ITEMS

1. Guidelines addition for expenditure of funds within a year

The guidelines were approved by the Attorney office and the attorney said that similar language should be in the contract. The attorney office also suggested that language be developed as to how the funds should be repaid if they were not expended. The HAB felt that this was beyond their expertise and moved to refer this issue back to the attorney's office through the clerk. The board also felt that it would be prudent if the Clerk sent the recipients a reminder of due date for completion report or request for extension.

ACTION TAKEN: Brownell moved to send to the Clerk of the Board a request for language for treatment of unexpended funds. Also send a request for a reminder of due date for completion report or request for extension, Messmer seconded, motion carried unanimously

2. Wording of Board recommendations for awarding Heritage Fund grants

The attorney reviewed the wording and found it acceptable and helpful. It was suggested by the board that the wording 'funded at the level of' be change to 'funded at the amount of'. It was felt that this would be a clear statement.

ACTION TAKEN: Brownell moved to accept the wording of Board recommendations for awarding Heritage Fund grants with the change of 'level' to 'amount, Hunt seconded, Motion carried unanimously

3. Timeline for awarding 2022 Heritage Grant Funds

The board reviewed the timeline for actions to award the 2021 Heritage Fund grants and decided to use the same timeline for the 2022 grants. The timeline will be updated to reflect appropriate calendar days for 2022.

ACTION TAKEN: Stipe moved that the timeline for awarding the 2022 Heritage Fund Grants will be similar to the 2021 timeline and forwarded to the Clerk, Lang seconded, motion carried unanimously

CLALLAM COUNTY HERITAGE ADVISORY BOARD
MINUTES of November 1, 2021
Page 2

4. Suggested board activities beyond Heritage Fund Grants – this was not addressed. Two side bar topics were discussed. Neither discussion resulted in an Action Taken

First, a concept of allotting overall fund level based on a percentage of available funds was brought up`. This was not on the agenda and has been addressed for fiscal year 2022. This could be discussed as part of the setting the award amount to 2023.

Second, there was a discussion of how closely recipient are held to their proposal. It was noted that the while the application provided side boards for appropriate actions, the contract provided for latitude in what was done. The wording of the award action item recommendation may provide guidance in what can be done.

NEW BUSINESS
ITEMS FOR THE GOOD OF THE ORDER

1. Genealogical center will sponsor a Zoom talk on Saturday. Roberta G will forward link to board.

ADJOURNMENT

Meeting concluded at 5:35 p.m.

NEXT MEETING: December 6, 2021