



## Agency Request Review Committee

Town Of Hinesburg

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### Meeting Minutes November 11, 2012

**Present:** Kate Dodge (co-chair), Amanda Van Vranken (co-chair), Kate Schubart, Gay Regan, Katharine (Trina) Hikel (secretary)

Meeting Held at 350 Tyler Bridge Road, Hinesburg

The committee reviewed this year's requests from service agencies, and identified some follow-up issues to clarify before our final recommendations.

This year we received requests totaling \$32,994, almost \$5,000 more than last year.

The committee approved a preliminary request budget of \$28,744 for thirteen of the fifteen agencies applying for funds, a decrease of \$406 from last year.

We agreed to update the Mission and Organization statements for the Town website; drafts will be reviewed by members before publication on site.

#### Discussion

Deadline for recommendations to Special Projects Coordinator Renae Marshall in anticipation of January 7<sup>th</sup> presentation of our recommendations to the Select Board.

Providing our twice-yearly meeting schedule to post to the public via the Town website.

Providing a spreadsheet for the website that will track requests and awards by agency over time.

#### New Business

Gay Reagan will submit her resignation before moving from Hinesburg. The committee welcomes applications for new members.

**Next Meeting:** January 7, 2013.

**Select Board**

The Committee will update our statement of purpose, mission, and organization; we will discuss what, if any, further support we would need for the Select Board; and we will present our recommendations for funding.

The Committee wishes to thank Town Administrator Joe Colangelo, Special Projects Coordinator Renae Marshall, and the Select Board for their help and guidance. We encourage citizens to make additional contributions to the agencies of their choice.

Respectfully submitted,  
Katharine Hikel