



## **MSAC Program Performance and Evaluation Committee**

### MEETING MINUTES

October 22, 2019

12:30 p.m.

175 W Ostend Street, Suite E | Baltimore, MD 21230

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It shall be the duty of this committee to review and assess, as necessary, on-going programs maintained by the Council; to study new program initiatives for Council consideration; to direct the Council's on-going planning process with respect to policies, programs, and Council operations; to make recommendations for Council action on these matters when appropriate; and to undertake such other duties as the Council may from time to time direct. The committee shall consist of no fewer than three members.

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In attendance: Julie Madden, Carole Alexander, Shelley Morhaim, Carla Du Pree, Jack Rasmussen, Tom Riford, Benny Russell, Precious Blake, Steven Skerritt-Davis, Chad Buterbaugh, Ken Skrzysz & Keyonna Penick, & Jacqueline Copeland via phone.

12:38      Called to Order

12:35      [Folklife Network](#)

Committee reviewed proposal presented by Folklife Program Director, Chad Buterbaugh.

Will there be archives available? Yes

Organizations identified? Some conversations, but no definites as of yet.

All will be in smart simple, the cloud based grant program.

Does proposal come from existing best practices? Yes

Chad believes proposal will strengthen long standing relationships as well as new ones.



1:05

Motion to move to council: Carla Du Pree

Second: Julia Madden

All in favor.

1:12 Professional Development Opportunity Grant

The committee reviewed a proposal prepared by Grants & Professional Development Director, Dana Parsons as a result of constituent feedback. The committee is excited about the proposal and its intentions. The grant could be used for a range of things from budget management to assistance before strategic planning. All grant programs have final reports.

Motion to move to council: Carla Du Pree

Second: Shelley Morhaim

All in favor.

1:22 Special Request Grant

The committee reviewed a proposal prepared by Grants & Professional Development Director, Dana Parsons. This will allow for a consistent program and transparency.

Motion to move to council: Carla Du Pree

Second: Shelley Morhaim

All in favor.

1:45 New Business

Upcoming recommended policy changes were discussed as well as next spring Program Planning and Evaluation meetings.

2:00 Adjourn