



# Program Policy Evaluation Committee

MEETING MINUTES  
Tuesday, February 27  
1:00 – 2:30pm  
Google Meet

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In attendance:

Councilors: Joel Snyder, Chris Sloan, Paige Hernandez, Ashley Minner Jones, Shelley Morhaim, Carole Alexander

Staff: Chad Buterbaugh, Laura Weiss, Kirk Amaral Snow, Emily Sollenberger, Tammy Oppel, Derrick Quevedo, Cathy Teixeira, Lizzie Morales

Joel called the meeting to order at 1:01pm

Councilors read MSAC's Guiding Documents

Joel reviewed the agenda

Approval of Minutes - Joel presented, Chris moved to approve, Carole seconded, all in favor, the motion carried.

## **Creativity Grant Policies**

- Emily and Laura presented policies:
  - Starting in FY25, separate Project-based applications into two types:
    - Project: Planning Grant
    - Project: Implementation Grant
  - Starting in FY25, update Grant Amounts:
    - General Operating Grants- up to \$5,000
    - Project: Planning Grants - up to \$2,000
    - Project: Implementation Grants - up to \$4,000



- Starting in FY25, Project: Planning Grants can support out of state travel expenses/activities (as long as travel is in service to producing work by Maryland artists for Maryland communities)
- Staff responded to questions about budget and use of funds
- Creativity Policy Proposals motion: Shelley moved, Paige seconded, all in favor, motion carried.

### **Professional Development Opportunity Grant Policies**

- Emily presented policies:
  - Starting in FY25, all applications will be scored by a public review panel
  - Previously funded activities will not be eligible for funding.
- Discussion about staff oversight of panels; clarification of implementation; discussion about program demand to clarify the intent of the change
- Professional Development Opportunity Grant Policies motion: Carole moved; Shelley seconded, all in favor, the motion carried.

### **Touring Grant Policy**

- Laura presented policy:
  - Implement a Touring Roster Renewal application process
- Touring Grant Policy motion: Carole moved; Paige seconded, all in favor, the motion carries.

### **New Business**

- Discussion of accessibility initiatives (proposed by Joel)
- Discussion of staff capacity and workload
- Discussion of continuing conversation of new initiatives at a later date

Shelley left at 2:02pm

Ashley left at 2:03pm

Adjourn at 2:12pm