



## **Contract Review committee Meeting**

Town of Nantucket

131 Pleasant Street

Nantucket, MA, 02554

[www.nantucket-ma.gov](http://www.nantucket-ma.gov)

**Contract Review Committee Members:** Dorothy Hertz (At-Large, Chair), Veronica Bolcik (Co-Chair), Linda Williams (At-Large), John W. Belash (At-Large), Sue Mynttinen (CHS Rep), Joanna Roche (FinCom Rep), Bert Johnson (NP&EDC Rep)

**Staff:** Jerico Mele (Human Services Director), Alexandria Richards (Office Manager)

### **~MINUTES~**

**Wednesday, August 7th, 2024**

**131 Pleasant St, Trailer**

*This meeting was held in person with remote participation using ZOOM and YouTube.*

Attendance: Dorothy Hertz, Linda Williams, John W. Belash, Sue Mynttinen, Veronica Bolcik, Joanna Roche

Health and Human Services Staff: Jerico Mele, Alexandria Richards

- I. Establish a quorum:  
Quorum Established at 4:00pm
- II. Approval of agenda:  
Veronica motioned to accept the agenda. Agenda accepted by all members in attendance.
- III. Approval of any minutes:  
Dorothy raised the question if there were any meeting minutes to approve. Jerico informed the committee that there are no minutes for past meeting as he has been understaffed and is only now getting half staffed. Alexandria confirmed that she will be taking minutes from this meeting and moving forward with future minutes. Members discussed the last time they had minutes, and it was proposed by Joanna to put on the next agenda the dates for the missing minutes from past meetings to get a full picture. There was

a roll call vote to move past this part of the agenda and it was seconded by all members in attendance.

- IV. Discussion and allocation of Interfaith Council / Warming Place Human Service Grant Funding:  
The awarded amount will be split for food, rent, utilities, assistance and overnight shelter. The Warming Place is now Incorporated with the Interfaith Council. The FY 25 funding should be split as such 2/3 to Interfaith Council and 1/3 to Warming Place. The correct agreed upon funding amount is pending verification by committee members from past meetings. There was a motion to accept the funding as follows with 2/3 to Interfaith Council and the remaining 1/3 for sole use of Warming Place. Motion seconded by all members in attendance except Sue Mynttinen.
  
- V. Calendar of meeting dates, September through January on Human Service Grants:  
The committee agreed to tentatively schedule meeting for the following dates: September 9<sup>th</sup> at 10:00 am, September 23<sup>rd</sup> at 10:00 am and October 21<sup>st</sup> at 10:00 am. Linda exited meeting at 4:40pm.
  
- VI. Review of Rubik's questions and answers on adjusting to meet Grant criteria:  
Joanna confirmed that the committee members will be receiving the Rubrik prior to the September 9<sup>th</sup> meeting which it will be discussed in.  
  
She also mentioned that over the years she has done this grant process it has been time consuming and repetitive question of the same organizations, and she would like that to change to implement 5-6 key questions that are specific to each organization.  
  
Further discussion will be had when all the documents are organized in front of the committee at the September 9<sup>th</sup> meeting.
  
- VII. Other business:  
The committee discussed the grant applicants needing to put in effort to source funding as well instead of using the grants as the sole funding to subsidize their programs. The question was brought up around the funding being a closed grant that is

restricted to only being used for the specific intent in the grant application.

VIII. Adjournment.

Motioned to adjourn at 5:00 pm seconded by all members in attendance except Linda Williams who had to leave the meeting early.