

December 1, 2011  
5:30 P.M.  
Newport, Oregon

The Non-Profit Funding Task Force met on the above date in Conference Room A of the Newport City Hall. Task Force members in attendance were: Liz Martin, Dennis Lancaster, Rick Letherer, and Don Taylor. Absent was Jeff Strike. Also in attendance was Mayor Mark McConnell.

Staff present was Executive Assistant Nicole Clark.

### **Review Tasks**

The task force reviewed the application instructions, application, cover letter and budget sheet. Minor suggestions were made and the task force agreed to move the information forward to council.

The task force would like to see 5-10 minute presentations from all applicants.

### **Establish Next Meeting Date**

Move application to council for approval at January 3<sup>rd</sup>, 2011 meeting.

Application deadline February 3, 2011.

Application packets to task force members by February 10, 2011.

Presentations on February 22, 2011 at 7pm. (Presentations will be scheduled in the order they are received.)

Recommendations to Council on March 5, 2011.

### **Adjournment**

Having no further business, the meeting adjourned at 6:20 P.M.