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**CITY OF DANA POINT  
CHARITABLE GRANT SUBCOMMITTEE  
ACTION MINUTES**

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Wednesday, July 8  
5:30 p.m.

City Hall Offices  
Administrative Conf. room (#203)  
33282 Golden Lantern  
Dana Point, CA 92629

**CALL TO ORDER**

The meeting was called to order at 5:40 p.m.

**ROLL CALL**

Gwen Drenick, Catherine Richardson, and Beverly Sels  
Staff: City Clerk Ward and Director of Comm. Serv. & Parks Evans

All Subcommittee members and staff were present.

**1. INTRODUCTION**

Each Subcommittee member introduced themselves and provided their background on grant processes and experience in Dana Point.

**2. PUBLIC COMMENTS**

There were no Public Comments.

**3. CONSENT CALENDAR**

A. Approval of Action Minutes from Charitable Grant Subcommittee meeting of April 30, 2009.

It was moved by Subcommittee Member Davison, seconded by Subcommittee Member Richardson to approve the minutes as presented.  
Vote = 3 – 0.

**4. NEW BUSINESS**

A. Brown Act and Conflict of Interest

City Clerk Ward summarized a number of Conflict of Interest and Brown Act issues and provided a copy of the Brown Act from the League of California Cities for the Subcommittee’s review and information.

B. First Filing Window – October 1, 2009

City Clerk Ward explained the process for the first filing window of October 1<sup>st</sup>. Staff will continue to work closely with the Subcommittee Members so that each grant filing runs smoothly.

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Page 2

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**5. STAFF REPORTS**

There were no staff reports.

**6. SUBCOMMITTEE COMMENTS**

There were no Subcommittee comments.

**ADJOURNMENT**

The meeting was adjourned at 6:50 p.m. The next regular meeting will be scheduled in late October.