

**Headwaters Fund Board Special Meeting Minutes**  
**April 23, 2019 – 1:00-4:00 p.m.**  
**Prosperity Center, 520 E Street, Eureka**

**MEMBERS PRESENT:** Chuck Ellsworth, Carl Hansen, Dianna Rios, Bruce Rupp

**MEMBERS ABSENT:** Greg Seiler, Elizabeth Cameron

**OTHERS PRESENT:** Chrystal Ortiz, Susan Penn, Ken Parks, Thomas Nicholson Stratton, Scott Frazer, Kenny Spain, Debbie Damiano

Item #	Action	Pass/Fail
2	Direct staff to offer \$5,000 mini-grant to Eureka Street Art Festival	Pass

**1. Opening**

Chair Carl Hansen called the meeting to order at 1:15p.m. A quorum was present. Introductions were made around the room.

Chair called for public comment on non-agenda items – none received.

**2. Board Review of Competitive Grant Applications**

As there were members of the public present, Chair Hansen offered them the opportunity to give public comment on the grant applications being considered at today's meeting.

Scott Frazer, Ken Bates, and Susan Penn all provided comments on the Harbor District's grant application.

Thomas Nicholson Stratton provided comment on the Humboldt County Fair Association's grant application.

Chrystal Ortiz provided comment on the International Cannabis Farmers Association grant application.

Prior to scoring the applications, Chair Hansen requested clarification on the following:

**Are requests for funds to be used for equipment purchases allowable?** Staff reported the guidelines allow for equipment purchases as long as the equipment remains with the non-profit entity.

**Can grant funds be spent on salaries/benefits?** Staff reported the guidelines specify no restrictions on using grant funds for salaries/benefits.

Staff had provided grant applications and scoring sheets at the April 15, 2019 meeting with the intent of having the scoring completed ahead of today's meeting. Greg Seiler and Elizabeth Cameron were not able to attend this meeting and had submitted their scores to staff via email ahead of time so they could be included. Scores were entered into the scoring worksheet and resulted in the following ranking:

Rank	Applicant	Score
1	Greater Eureka Chamber of Commerce	69.2
2	Redwoods Rural Health Center	67.1
3	Humboldt Senior Resource Center	65.2
4	North Coast Small Business Resource Center	65.1
5	International Cannabis Farmers Association	62.6
6	Eureka Street Art Festival	62.1
7	MaxMix	61.3
8	Humboldt County Fair Association	52.5
9	Dream Quest	52.3
10	Humboldt Bay Harbor, Recreation, and Conservation District	47.4
11	Redwood Coast Energy Authority	45.8

Members discussed each of the proposals in order of their rank. Based on discussion, the following was determined:

Greater Eureka Chamber of Commerce

Invite applicant to next meeting to give a presentation.

Redwoods Rural Health Center

Invite applicant to next meeting to give a presentation.

Humboldt Senior Resource Center

Invite applicant to next meeting to give a presentation.

North Coast Small Business Resource Center

Invite applicant to next meeting to give a presentation.

International Cannabis Farmers Association

Invite applicant to next meeting to provide clarification on matching funds and verify they can secure a sponsor to manage the grant since they don't currently hold non-profit status.

Eureka Street Art Festival

It was moved by Bruce Rupp and seconded by Dianna Rios to direct staff to offer a \$5,000 mini-grant for their project. Chair called for public comment – none received. Motion carried unanimously.

MaxMix

Hold open for consideration; provide applicant with referrals to other funding sources.

Humboldt County Fair Association

Hold open for consideration – no presentation necessary.

Dream Quest

Hold open for consideration; provide applicant with referrals to other funding sources.

Humboldt Bay Harbor, Recreation, and Conservation District

Not recommended for funding at this time.

Redwood Coast Energy Authority

Not recommended for funding at this time.

**3. Adjourn**

Chair Hansen adjourned the meeting at 3:35p.m.

Next Meeting: May 14, 2019 – 1:00-4:00p.m.