



ERTD Grants Committee **Minutes**

Wednesday, October 11, 2023 at 9:30am

Zoom

<https://us02web.zoom.us/j/83460586879?pwd=Y1h2eURCcENTck9zQk1FcFovQ1NIUz09>

Meeting ID: 834 6058 6879

Passcode: 568601

Special Meeting Minutes

Attendees: Fran Kefalas, Tyra Penn-Gesek, Stephen Gencarella

Guest: Rachel Lenda

1. Call to Order
 - a. Fran Kefalas called the meeting to order at 9:38am.
2. Meeting Minutes Approval 10/4/2023
 - a. A motion was made to approve the meeting minutes from October 4, 2023 by Tyra Penn-Gesek; Fran Kefalas made the second motion; no abstention or opposition; motion passed.
3. Review Suite of Documents on the Regional Marketing Partnership Program
 - a. The Committee finished their edits and feedback with the suite of documents for the Regional Marketing Partnership Program including the scorecard/rubric, appendices A-D, the eligibility contract, and the



overarching general contract. The Committee agreed that Explore Plainfield and Connecticut's Countryside as the final grant report and grant application were the best examples to provide.

4. Next Steps for Regional Marketing Partnership Program FY24

- a. The Committee discussed the launch of the press release with Quinn & Hary, date for applicants to do a FAQ session, and the requirement for the Executive Committee to approve the suite of documents. The next meeting will have Quinn & Hary to discuss the marketing plan.

5. Adjournment

- a. Stephen Gencarella made a motion to adjourn the meeting at 11:19am; Tyra Penn made the second motion. Meeting adjourned.