

**Rose Butte-Silver Bow Superfund Advisory and Redevelopment Trust Authority
Butte Justice Center
March 8, 2016**

MINUTES

I. Call to Order - The meeting was called to order at 6:00 P.M. by Chairman Joyce in the Butte Justice Center Conference Room, 3615 Wynne Ave., Butte, MT.

II. Roll Call and Introduction of Members

Chairman Bill Joyce – present
Member Tom Michalek – present
Member Megan Cusson – present
Member Wendy Grace – present by phone
Member Stella Capoccia – present
Member Danette Melvin – absent
Member Emily Munday – present
Member Neil Bolton – present
Member Mark Moodry – present
Member Mitzi Rossillion – present
Member Rick LaBreche – present
Ex-Officio Dennis Henderson – present
Ex-Officio Cord Harris – absent
Ex-Officio Eileen Joyce – present
Ex-Officio Matt Vincent – present

Staff:

Jon Sesso
Julia Crain

A quorum was established.

III. Approval of Minutes of the meeting of February 23, 2016

It was moved by Member Rick LaBreche and seconded by Mark Moodry to approve the minutes of February 23, 2016, as presented. The motion passed by a unanimous verbal vote.

IV. Public comment on any item on the Agenda - none.

V. Public Hearings – none.

VI. New Business – none.

VII. Old Business

- Dr. Stella Capoccia provided an overview of the revised evaluation matrix to be used for evaluating 2016 SARTA Grant Program applications. The conversation included a discussion about website improvements that would provide resources for applicants as well as ensuring the bylaws of the SARTA are reflected on the page as well. A reference to the mission of SARTA was made and members discussed the need to provide a mission statement for SARTA also.

Furthering the conversation, Authority members discussed generally the applicant review process and the logistics of preparing evaluation materials. It was determined that applications would be compiled and sent to the Authority on CD or sent via File Transfer Program such as Dropbox. To ensure the applications are appropriately catalogued, it was suggested that each application should be indexed on a spreadsheet and the indexed number would be used to organize the application process. The indexed spreadsheet would include funding preference, funding request, project title, project sponsor, and a bit of other project information. A request was made to have the materials prepared and ready by March 22, 2016. Upon evaluation completion, a second master sheet with compiled scores and rankings would be created to guide funding decisions to be made at a later meeting.

The Authority concurred that the logistics discussion should continue at the March 22, 2016, meeting once the number of applications requiring review and evaluation is more clear..

VIII. Other Business – none.

IX. Special Subcommittee Reports – none.

X. Public Comment on any item not on the Agenda – none.

XI. Adjournment

There being no further business, a motion to adjourn was made by Member Capoccia and was seconded by Member Cusson. The meeting closed at 7:30 p.m.