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## **SPECIAL ALCOHOL ADVISORY COMMITTEE**

### **REGULAR MEETING**

#### **HARMON ROOM**

**1101 Poyntz Avenue**

**Manhattan, KS 66502**

**February 25, 2013**

**6:00 p.m.**

**Members Present:** Adam Bonewitz, Tanya Chengappa, Elaine Johannes, Chance Lee, Brad Waller

**Members Absent:** Camelia Owens, Josh Runyan

**Staff Present:** Robyn O'Connell-Tatum, Staff Accountant and Mandy Singh, Staff Accountant

### **1. CALL TO ORDER**

Elaine called the regular meeting to order at 6:00 p.m. Committee members welcomed members and did brief introductions.

### **2. PUBLIC COMMENTS**

There were no public available for comments.

### **3. ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

### **4. APPROVE MINUTES FROM NOVEMBER 5, 2012**

It was moved and seconded to approve the minutes as presented. There was no further discussion. Minutes were approved as filed.

### **5. YEAR END REPORTS**

Robyn reported to the committee that all agencies used their funds with the exception of Riley County with their Juvenile and Adult Services, as well as Youth Court and Kansas State University Alcohol and Drug Education Services. A total amount of \$874.37 will be returned back to the City. The committee members all said they would more thoroughly read through the reports and talk about them in more detail at the April meeting, if necessary.

Robyn and Mandy will create a standardized form for annual budgetary reporting and semi-annual reporting from agencies.

## **6. 2014 FUNDING APPLICATION**

Robyn told the committee that there were only minor changes from last year, but no major revisions. Elaine suggested removing question B. 6 as it no longer currently applies to each agency. It was also suggested to add a percentage allocation line to the applications. There were no further suggestions for modifications to the application. A motion was made to approve the applications with changes. Motion carried.

## **7. SITE VISIT TEAM ASSIGNMENTS**

A list was presented to members for the upcoming Spring Site Visits. Robyn and Mandy will fill out the form and send to the Committee members.

## **8. ADJOURN**

The meeting was adjourned at 7:20 p.m.

The next Special Alcohol Committee Meeting is scheduled for Monday, April 11, 2013 at 6 p.m. in the Harmon Room.

*Respectfully Submitted by Robyn O'Connell-Tatum*