



### **Minutes for Allocations Committee Meeting January 25, 2011**

- Called to order at 6:14p.m.
- Committee members in attendance: Courtney McElhaney, David Barstow, and Victor Martinez
- Brenda Mendiola, City of Austin and Lu Russell, Parliamentarian were also in attendance.
- No citizen communication/community announcements
- Lu Russell reviewed Robert's Rules of Order and stated that, since this is such a small group the committee should be mindful of, and avoid, conversations. The meeting should be structured and members should stick to the agenda items, rather than get off topic.
- Courtney McElhaney gave committee members the planning timeline and activities, but further discussion about the timeline and deliverables will happen at the next meeting.
- The committee reviewed the Allocations Committee purpose as presented by Christopher Hamilton at the last business meeting. Members requested access to the AA report earlier than at the business meeting, in order to be more prepared. Brenda stated that the report should be available by the Executive Committee meeting, and could be distributed to committee members then as well. It was also discussed that the committee should always be prepared to suggest possible service categories that could use additional funds, should a reallocation be necessary.
- The committee reviewed the current rapid reallocation policy, and discussed several updates and revisions, to be compiled by Courtney McElhaney and sent to the committee before the next meeting. Members will review the updates, send any additional comments to Courtney, and the new policy will be voted on at the next committee meeting.
- The carryover request discussion will be revisited at the next meeting, when more information is available.
- Adjourned at 7:45p.m.