

**Provincetown Economic Development Committee Minutes**  
**March 15, 2016, 3:00 p.m.**  
**Caucus Hall, Provincetown Town Hall**

**Members Present:** Steven Latasa-Nicks, Michael Miller, Karen Cappotto, Regina Cassidy, Steven Baker

**Absent:** Bryan Armstrong

**Others Present:** Finance Director Dan Hoort

Meeting called to order at 3:00 p.m.

**Regina moved to approve the minutes of February 17, February 23 and March 1. 2<sup>nd</sup> by Karen.**  
**Motion approved 5-0-0**

Steven updated the Committee on the BOS meeting where the BOS approved the slate of recommendations. In the future we should have a separate individual motion for each grant.

Because we have \$2,500 left in micro grant funding we could do another round if we wanted.

Dan will send out scanned copies of all the applications.

Additional discussion included:

- We may want to consider requiring matching grants for established businesses in the future
- Should we consider need in the future and whether the project could happen without the grant.
- How can the Committee encourage more applications the next time
- What events might the Committee attend to promote economic development grants.

Steven B agreed to revise the application based on the Committee's conversation.

The Committee agreed to accept another round of applications for micro grants with April 1 being the date for the RFP and April 29 the deadline for submissions.

Regina and Karen will create a flyer for town meeting to be approved by the Moderator.

Steven L-N mentioned the Selection Committee is having a difficult time agreeing on a meeting time. The meeting time has now been set for March 23<sup>rd</sup> from 4pm – 8pm. If members are unable to be there he is authorized to find a replacement member.

The meeting adjourned at 4:05pm.

Minutes approved by Committee on 05/10/16