

Minutes

Wednesday, June 4, 2025

5:30 p.m.

City Commission Room, City Hall

1101 Poyntz Avenue, Manhattan, KS

Members Present: Chair Phil Mattox, Vice Chair Lisa Sisley, Julie Keenan, Julie Hatesohl, Missy Tener, Mary Beth Reese, and Rob Voelker.

Members Absent: Nancy Knopp and John Ball.

Staff Present: Jared Wasinger, Assistant City Manager.

1) CALL TO ORDER

Chair Mattox called the meeting to order at 5:30 p.m.

2) ROLL CALL & ANNOUNCEMENT OF QUORUM

Jared Wasinger called the roll. Seven members were present, which meets the quorum of 5.

Rob Voelker introduced himself to the board.

3) ELECTION OF OFFICERS

Jared explained the process for electing officers and term limits for the chair and vice chair position as described in the CSFAB bylaws.

Vice Chair Sisley moved to elect Phil Mattox to serve as chair for the next term. Mary Beth seconded motion. The motion passed 7-0.

Julie Keenan moved to elect Lisa Sisley to serve as vice chair for the next term. Mary Beth seconded the motion. The motion passed 7-0.



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4) CONSENT AGENDA

A) APPROVAL OF MINUTES – OCTOBER 16, 2024

Vice Chair Sisley noted a correction that needed to be made on the October 16, 2024 minutes in the third paragraph of page two where the word “not” was missing regarding a qualification statement. Julie Keenan motioned to approve the minutes as amended. Missy Tener seconded the motion. The motion passed 7-0.

No public comment was received.

B) APPROVAL OF 2025 MEETINGS CALENDAR

Jared Wasinger described the 2025 meetings calendar, which included the upcoming application period, city budget meetings, interview schedules for applicants, and when the board would vote on funding recommendations.

Julie Keenan moved to approve the 2025 meetings calendar and Missy Tener seconded. The motion passed 7-0.

No public comment was received.

5) GENERAL AGENDA

A) DISCUSS: 2026 APPLICATION AND REVIEW PROCESS

Jared Wasinger presented the draft application for the 2026 cycle and provided guidance received from the City Commission during their retreat in January 2025 which included recommendations about strict enforcement on the application deadline, more consistency across agencies when approving or denying funding, and looking at agencies that receive funding from both funds.

Members discussed how to approach those discussions, as well as the option to discuss and potentially use the last meeting of the year to compare the funding requests and make a final decision.

Members discussed what rules should be in place for late applications as well as a requirement to have representation from agencies at interviews. The board discussed amending the CSFAB Definitions and General Standards document by adding a seventh section titled “Application and Interview Requirements” with the following provisions:

- Applications will not be considered that fail to be submitted by the posted deadline.
- Applications will not be considered if the agency fails to be present for interviews required by the board.

Members discussed whether there was a need to have the requirement for the interview and how to address an instance where there was an emergency.

Chair Mattox opened the floor to public comments.

Michelle Sink with Big Brothers Sisters, Diane Hinrichs with Pawnee Mental Health, and Debbie Nuss with the Flint Hills Wellness Coalition provided public comments.

The board directed the staff liaison to change the application deadline to Monday, August 11 at 5:00pm as recommended during public comments by Diane Hinrichs.

Vice Chair Sisley motioned to amend the Definitions and General Standards document as written. Julie Keenan seconded the motion. The motion passed 6-1, with Julie Hatesohl voting against.

Jared Wasinger notified the board that agencies will also be receiving directions to complete their mid-year reports for 2025 funding, and those should be completed by the next meeting.

6) NEXT METING

WEDNESDAY, August 20, 2025
5:30 P.M.
CITY COMMISSION ROOM, CITY HALL
1101 POYNTZ AVENUE, MANHATTAN, KS

7) ADJOURNMENT

Julie Keenan made a motion to adjourn the meeting. Mary Beth Reese seconded the motion. The motion passed 7-0. The meeting adjourned at 6:29 p.m.