



**NONPROFIT SERVICES ADVISORY COMMITTEE MEETING MINUTES
445 MARSAC AVE
PARK CITY, UTAH 84060**

Minutes of December 17, 2025

BOARD MEMBERS IN ATTENDANCE: Pam Ross – Chair, Molly Miller – Vice Chair, Elyse Kats, Danny Glasser, Ingrid Contreras, Chris Neff

EX OFFICIO MEMBERS IN ATTENDANCE: Hans Jaspersen – Budget and Grants Analyst

I. ROLL CALL

Pam Ross called the meeting to order just after 6:00 pm. Ingrid Contreras arrived after the meeting was called to order.

II. COMMUNICATIONS AND DISCLOSURES FROM BOARD AND STAFF

1. City Council Meeting Review and Updates

Pam Ross opened by noting a slight revision to the agenda format: the committee would begin introducing standing items to foster regular updates and reflection, particularly on interactions with City Council. This was framed as part of the committee’s evolution into its second year, moving beyond foundational work toward more strategic engagement.

Council Feedback on Emergent Community Needs Grant Program

Ross and Molly Miller led a discussion on the Committee’s recent presentation to Council on proposed policies for the new Emergent Community Needs Grant program. Members reflected on the experience, noting that Council was generally supportive and granted flexibility to implement the policies with room for refinement. While some semantic issues arose—expected and previously debated—the overall tone was positive. Ross emphasized that Council effectively “greenlit” the committee to proceed, which members agreed was encouraging and indicative of growing trust in the committee’s work.

Childcare Funding

The discussion centered on childcare funding complexities, particularly the status of PC Tots and its relationship to the City’s Child Care Scholarship Program. Pam Ross, Molly Miller, and Hans Jaspersen summarized prior Council decisions and the ambiguity that followed. They noted that when the Committee presented its broader slate of grants earlier in the year, Council expressed interest in reevaluating childcare funding within a larger context. However, despite a work session in November, Council took no action on proposed changes to the scholarship program, which is projected to run out of funding within the next year.

Jaspersen clarified that Council’s May 1 decision was to allow emergent funds to fill PC Tots’ gap if the new scholarship plan did not move forward. Since that plan stalled, PC Tots remains underfunded. Michelle Downard, the Resident Advocate for the City, had presented several recommendations to Council in November to tweak eligibility and increase investment in the scholarship program, but a decision was deferred to February for further review. Meanwhile, PC Tots continues to receive some scholarship funding, but no funding through any City grant programs.

Members wrestled with key questions: Should the Committee now consider funding subsidies rather than capacity-building? If so, how should this be characterized—an emergent need or a “make-good” on a prior hold?

Ross stressed the importance of transparency, noting that the original intent was not to fund childcare subsidies through the emergent needs program. Miller and others echoed concerns about precedent and fairness, especially given the committee's finite resources and the risk of blurring lines between operational support and strategic grants.

The group agreed on next steps: Ross and Miller would meet with Council representatives to clarify expectations before February, when both emergent needs recommendations and childcare funding will return to Council's agenda. Miller and Elyse Kats would meet with PC Tots to learn more about their intentions. Members also discussed the need to communicate clearly that any allocation for PC Tots should be framed as fulfilling a prior commitment rather than a typical emergent need.

2. Community Updates Roundtable

Pam Ross introduced a new standing agenda item under "Communication and Disclosures" aimed at strengthening community engagement. She reflected on the committee's first year, which focused heavily on building structure and transparent processes. With that foundation in place, Ross suggested shifting toward active community involvement and positioning the Committee as a trusted conduit for Council.

Ross proposed dedicating time in each meeting for members to share what they are hearing from nonprofits, service recipients, and community leaders. This would help inform the committee's decisions and keep Council connected to grassroots perspectives. Members agreed the Committee should not be the primary source of community feedback but rather one valuable data point among many for Council.

Chris Neff raised concerns about the upcoming leadership changes—40% of Council seats and a new mayor—and whether this could disrupt established processes. Hans Jaspersen acknowledged the risk but expressed confidence, noting the incoming mayor's prior support and the likelihood that most Council members would continue backing the Committee's work. Neff suggested creating a transition briefing to onboard new Council members and explain the Committee's role. Jaspersen agreed and committed to following up with city management on transition strategies.

Members then brainstormed practical ways to engage with the nonprofit community, including: volunteering at nonprofits between meetings, attending community forums and executive director meetings, using platforms like JustServe to find opportunities, and informal check-ins with nonprofit leaders (e.g., coffee meetings).

Ross emphasized that engagement should be intentional but not onerous, suggesting one or two meaningful activities between meetings. The group also discussed inviting Council members to join roundtable discussions as "special guests" to share perspectives and strengthen ties.

III. CONSIDERATION OF MINUTES

1. Consideration to Approve the Nonprofit Services Advisory Minutes from October 29, 2025

Motion: Molly Miller moved to approve the Committee minutes from October 29, 2025; Danny Glasser seconded the motion.

Vote: The motion passed unanimously.

IV. NEW BUSINESS

1. Consideration to Approve the 2026 Nonprofit Services Advisory Committee Regular Meeting Schedule

The Committee reviewed the proposed regular meeting schedule for 2026. Pam Ross noted that the proposed October 15 meeting fell on a Thursday, while the other meetings were on Wednesday. Jaspersen said this was an oversight.

Motion: Molly Miller moved to approve the Committee's regular meeting schedule for 2026, with the October 15, 2026 meeting changed to October 14, 2026. Danny Glasser seconded the motion.

Vote: The motion passed unanimously.

2. Discussion of Emergent Community Needs Grant Program Launch

Ross reported that the emergent needs grant program had officially launched and was well-received for its simplicity. Only one application had been submitted so far—a substantial request for a pediatric care program. This sparked a thoughtful discussion about scope and precedent. While the program met the criteria for emergent need (it was a new initiative responding to community health gaps), the requested amount far exceeded the informal \$15,000 cap.

Members debated whether to enforce a hard ceiling or maintain flexibility for extraordinary cases. Concerns included equity, alignment with the program’s intent as “bridge funding,” and avoiding overlap with the larger two-year grant cycle. Ultimately, the committee leaned toward holding the \$15,000 guideline while signaling openness to Council for exceptional circumstances. No action was taken on the application received, as the Committee is waiting to review all applications received before the December 30 quarterly deadline before making recommendations. Ross noted that this first application was a valuable learning opportunity and underscored the need for clearer communication in future cycles.

3. Discussion of 2026 Nonprofit Service Advisory Committee Goals

Ross led a forward-looking discussion on Committee goals for 2026, emphasizing the transition from building foundational processes to focusing on impact, engagement, and storytelling. Key Goals Identified included:

Council Engagement

- Strengthen relationships with Council members through regular touchpoints
- Explore opportunities for informal and formal meetings to clarify the committee’s role and demonstrate its value

Community Engagement

- Move beyond site visits to authentic involvement in nonprofit activities
- Suggestions included volunteering, attending community forums, and informal coffee check-ins with nonprofit leaders
- Members expressed enthusiasm for showing the committee’s presence and commitment in the community

Impact Reporting

- Develop ways to share outcomes without overburdening nonprofits
- Ideas included segmenting data by demographics (age, race, zip code) and creating narratives that highlight community impact

Nonprofit Listening Session

- Plan an informal learning and feedback session after two rounds of emergent needs funding
- Purpose: gather input on processes, share impact data, and identify improvements before the next major funding cycle
- Tentative timing: summer, about six months before revisiting multi-year grants

Utah Avalanche Center Visit

Ingrid Contreras shared her recent site visit with the Utah Avalanche Center, describing it as highly informative and impactful: She attended an event where she and her son learned about avalanche safety, including beacon training. The organization provides extensive community education, including school programs, and maintains a robust website with resources.

Despite being a small team, they accomplish significant work to keep the community safe. Contreras praised their efficiency and commitment, noting that they prioritize community needs and safety over seeking additional funding. She emphasized the importance of recognizing organizations like this that deliver high impact with limited resources.

ADJOURNMENT

With no further business, the meeting was adjourned.

APPROVED