<p style="text-align:center">TAF Allocation Committee Meeting via Zoom
December 6, 2024 - 1:30PM</p>

Committee Members: (Present) Sherry Lawdermilt, Rebecca Darrough, Ben Drummond, Dale Pickard, Gena Shire-Sgarlata, Sheila Smithson, Anna Carrie Webb; (Absent) Sydney Hartoin, Knox Rives, Scott Shumate, Barbara Tucker, Eli Worsham

- Approve minutes from previous meeting November 13, 2024
    - Dale Pickard made a motion to approve minutes. Rebecca Darrough seconded that motion. All in favor to approve minutes as stated.

- TAF Project Funding for FY26 - Sherry Lawdermilt provided the committee with actual dollar amount after meeting with Finance. The projected carry forward amount came in at $143,000 which was quite less than anticipated bringing the total for proposals down to $40,000 rather than the initial $56,000. Sherry made a motion to only use $40k for proposals to help reduce the current deficit. Gena Shire-Sgarlata seconded that motion. All in favor.

- Recurring Software – Software is currently on a 3-5-year renewal cycle. The FY25 renewals (2nd cycle) will need to resubmit proposals this year and will be notified to do so. Those costs are projected at $108,000. FY26 and FY27 renewal cycles will undergo the annual software audit to project costs and usage.

- Call for TAF Proposals for FY26 – Sherry Lawdermilt suggested to the committee the first call for proposals will be next week with the TAF proposal form available online. A reminder date of January 15th and a closing date three weeks after that date. Sherry made a motion to approve this schedule. Gena Shire-Sgarlata seconded that motion. All in favor.

- Next meeting to be scheduled mid to end of February 2025.

- Meeting adjourned at 1:44 p.m.