

**Grant Review Team Meeting – Proposal Review**

**MINUTES**

**Date:** March 8, 2017

**Location:** Assistive Technology Loan Fund Authority

**Attendees:**

**Grant Review Team - Board Members:**

Mary McAdam

Charles Meacham

Vicki Beatty

Cindy Rudy

Richard Kriner

**Board Staff:**

Heidi Lawyer

Nia Harrison

Jason Withers

The meeting was called to order at 9:28 AM. At that time, Mary McAdam was selected to lead the Grant Review Team discussion. Mary moved that the Grant Review Team convene in closed session pursuant to Section 2.2-3711A(29) of the Code of Virginia to review the proposal clarification response letters, received in response to the Board’s FFY 2016-2017 Request for Proposals. Charles Meacham seconded the motion. The motion was unanimously APPROVED.

The meeting adjourned at 10:49 AM