



Agenda Item Summary Sheet

Item No. _____

Meeting Date: 12/3/07

Item Title: Acceptance of Percy W. & Elizabeth Meekins Charitable Trust Grant

Item Summary:

The BOC approved the grant application for \$60,413.29 from the Percy W. & Elizabeth Meekins Charitable Trust at their June 18th meeting. The grant has been awarded and the money will be used to equip the nutrition room in the new Roanoke Island Senior/Community Center. The trust requests that the main community multi-purpose room be named for Percy W. and Elizabeth G. Meekins.

(Use additional Paper if necessary)

Number of Attachments: 1

Will your presentation require audiovisual equipment? Yes No

Note: All audiovisual materials must be submitted in digital format to the Clerk of the Dare County Board of Commissioners with this sheet. Acceptable formats include: VHS, DVD, audio CD, Word document, Adobe Acrobat PDF files, PowerPoint files and jpeg files.

Specific Action Requested:

Accept grant money be agreeing to terms and Chairman signature on the attached letter.

Submitted By: Cliff Ogburn

Date: 11/29/07

Dept. Head

Comments:

Signature *Cliff Ogburn* Date: *11-29-07*

Finance

Comments:

Signature

Date:

County Attorney

Comments:

Signature

Date:

County Manager

Approval:

Signature

11/29/07

Signature

Date:

Commission Action:

PERCY W. & ELIZABETH G. MEEKINS CHARITABLE TRUST

William G. Alexander, Managing Trustee
Charles D. Evans, Trustee
Betty S. Mann, Trustee

3717 Benson Drive, Raleigh, NC 27609
201 Ananias Dare St., Manteo, NC 27954
Tel: (919) 256-7000 Fax: (919) 256-7001
Toll Free: (800) 431-8345

November 25, 2007

Mr. Cliff Ogburn, Director
Dare County Parks and Recreation
PO Box 1000
Manteo, NC 227954

Dear Mr. Ogburn:

The Percy W. & Elizabeth G. Meekins Charitable Trust is pleased to inform you that its Board of Trustees has approved a grant in the amount of \$60,413.29 in response to your proposal for the purpose stated in your application for funds to equip a nutrition room in a new Roanoke Island Senior/Community Center. As indicated in your letter, it is our hope that this grants will justify the main community multi-purpose room to be named for Percy W. and Elizabeth G. Meekins.

In order to comply with regulations applicable to charitable trusts, our procedures require that all our grants be made only to organizations which are exempt from taxes under Internal Revenue Code Section 501(c)(3) and which have been determined by the Internal Revenue Service to be a "not private foundations" within the meaning of Code Section 509(a).

In order that the Trust complies with all Internal Revenue Code Regulations and other requirements, we must require that you agree to follow the terms stated below by signing the copy of this letter in the space provided and returning to our office.

1. Applicant agrees to expend the funds from this grant only for the purposes stated in the grant application and in accordance with Section 501(c)(3), Section 4945 and other applicable provisions of the Internal Revenue Code.
2. Trustees of the Percy W. & Elizabeth G. Meekins Charitable Trust may monitor and conduct an evaluation of operations under this grant, relating to the grant or to your tax status, upon a reasonably timely request therefore.
3. We require immediate notification of any change in your Federal tax status before or during the period the grant funds are being spent.


4. It is understood that grant payments which are yet to be made by the Trust may be discontinued, modified, or withheld if, in our sole judgment, such action is necessary to comply with the requirements of the law.
5. Periodic reports should be submitted on the progress of the project or program, with a final accounting when all of the funds provided have been expended, including an evaluation report of what the grant funds accomplished.
6. Any portion of the grant funds not used in accordance with the terms hereof, will be repaid to the Percy W. & Elizabeth G. Meekins Charitable Trust. No funds from this grant will be used to carry on the outcome of any specific public election or to carry on directly or indirectly any voter registration drive.
7. The acceptance of the grant and the terms and conditions of the grant is signed by an authorized officer of the organization.

You understand that the Percy W. & Elizabeth G. Meekins Charitable Trust considers each application on an individual basis, and that this grant is not to be construed as establishing a precedent for further support.

It is our plan to send the above amount to you as soon as you return your agreement but no later than December 31, 2007. Please sign and return the enclosed copy of this letter indicating your acceptance of the terms and conditions stated therein.

Sincerely,

PERCY W. & ELIZABETH G.
MEEKINS CHARITABLE TRUST


William G. Alexander
Managing Trustee

Enclosure

Terms and conditions stated herein accepted this ___ day of _____, 2007.

Authorized Officer

Please note that this contract must be returned to my office located at 3717 Benson Drive, Raleigh, NC 27609.