



## ARTS AND CULTURAL AFFAIRS COMMISSION MINUTES – SPECIAL MEETING

---

**DATE:** Tuesday, July 13, 2021

**TIME:** 3:30 p.m.

**LOCATION:** Orpheum Room, Five Flags Civic Center, 450 Main St., Dubuque, IA 52001  
(virtual attendance offered via GoToMeeting)

### **Special Meeting**

**Commissioners Present:** Ali LEVASSEUR (chair); Paula NEUHAUS (vice-chair) attending virtually; Noelle CHESNEY; Ryan DECKER; Nicholas HALDER; Sue RIEDEL; Thomas ROBBINS

**Staff Present:** Jennifer Petersen-Brant, Arts & Cultural Affairs Coordinator

The meeting was called to order by Commissioner Levasseur at 3:35 PM following staff assurance of compliance with Iowa Open Meeting Law.

### **Roll Call**

Roll Call was taken of all present commissioners (continuing and onboarding) and staff. Featured brief introductions and mention of current A&CA committees

### **Oath of Office**

Oath of Office was administered by Levasseur to onboarding commissioners Chesney and Robbins, whom were also provided City Boards and Commissions resource binders by Petersen-Brandt. Levasseur will arrange an in-person oath with Neuhaus (in electronical attendance) who is renewing office for a second term. Petersen-Brant will file completed oath of office paperwork with the City Clerk.

### **Review FY22 Special Project Grant Application Scoring and Award Recommendation**

FY22 Special Project Grant application scores and award recommendations as provided by Staff were reviewed by the commissioners. Staff noted that approx. \$7,000 of unused Creative Resiliency Grant funds that utilized an approved FY21 carryover is projected to return to the Special Project Grant fund, bringing the total award pool from \$35,000 to approx. \$42,000. Extreme disparity in scores between the third and fourth place applications observed and discussed. Award Recommendation A, based on traditional grading scale, considered. Commissioners discussed alterative award options.

Halder motioned, Riedel seconded, "Recommendation B" as follows: Maximally-funded awards (\$8,000) award to each of the 1<sup>st</sup> through 3<sup>rd</sup> place applicants; awards of "graded" amounts rounded to the nearest hundred dollars to 4<sup>th</sup> through 7<sup>th</sup> place applicants (\$5500, \$4400, \$3300,

and \$5000, respectively); totaling \$42,200 in awards, with the gap covered by anticipated monies returned from the Creative Resiliency Grant pool.

Discussion, followed by roll call vote: Chesney affirmed; Decker affirmed; Halder affirmed; Levasseur recused; Riedel affirmed. Neuhaus and Robbins abstained due to professional affiliations with some of the applicants. Motion passed. *Aforementioned FY22 Special Project Grant Funding Award Recommendation B to City Council carries.*

### **Review FY22 Operating Support Grant Application Scoring and Award Recommendation**

FY22 Operation Support Grant application scores and recommendation options as provided by Staff were reviewed. Some spreadsheet formula/figure errors were caught. Noted bands of scores that can delineated from total scores out of 45 points, not as clearly illustrated in the averages out of 15 points.

Discussed that both Options 1 and 2 far exceeded the capacity of available \$250,000 funding; to fund all (or to fund most) a new option will be needed. Commissioners would like to review and consider a new option (Option 3) employing tiered-percent funding, as employed in the FY21 funding cycle. Robbins suggested: 40+ total point as Tier I; 35-39.9 points as Tier II; 30-34.9 points as Tier III; and 0-29.9 points as Tier IV (which could be funded or unfunded). Staff will provide Option 3 with updated figures.

Timing and relationship of award decisions to City Council schedule briefly discussed and considered.

Riedel motioned, Decker seconded to table FY22 Operation Grant funding discussion and recommendation decision until next regular Commission meeting (27 July), when Option 3 and accurate figures can be available. Vote: Unanimously affirmed. *Aforementioned motion to table FY22 Operation Grant until 27 July carries.*

### **Public Comment**

Public Comment was offered, but not made.

### **New Business: Other**

City Director of Strategic Partnerships has suggested Staff pursue an application for the National Endowment for the Arts (NEA) American Rescue Plan *Local Arts Agency Regranting* program, asking for \$500,000 over a two-year period to boost A&CA Operating Grant capacity, individual artist grants, and a part-time position in A&CA administrative support.

Levasseur motioned, Neuhaus seconded, to recommend to City Council that the Office of Arts & Cultural Affairs submit an application to the NEA's ARP LAA funding program. Vote: Unanimously affirmed. *Commission's official support of Petersen-Brant's NEA Local Art Agency Regranting carries.*

Levasseur shared methods of sharing support as individual citizens with City Council.

### **Current Events Reported by Commissioners**

- *Brigadoon* (musical), 16-25 July, Grand Opera House
- *Hate Mail* (play), 13-29 August, Bell Tower Theater
- Empty the Shelters (humanitarian effort), ended 11 July, Dbq Regional Human Soc.
- Organ Sampler (concert series) began 13 July, Univ. of Dubuque Heritage Center

- Ham House (historic site) now open for season, Dubuque County Historical Society
- DubuqueFest (art/music festival), 7-8 August, Dubuque County Fine Arts Society
- River of Innovation and Innovation Currents now open, National Mississippi River Museum & Aquarium
- Taste of Summer (music/culinary series) concludes 5 August, National Mississippi River Museum & Aquarium/Dubuque County Historical Society
- ART ON THE RIVER 2021 public art exhibit opening reception event will be 6 August, City of Dubuque Arts & Cultural Affairs – *please save the date!*

Adjournment motioned by Decker, seconded by Chesney at 5:06PM. Vote: Unanimously affirmed. *Motion carries.*

**Next Meeting: Tuesday, July 27, 2021 at 3:30PM**

Respectfully submitted:

Jenni Petersen-Brant  
Arts & Cultural Affairs Coordinator, City of Dubuque

These minutes were passed and approved on July 27, 2021.

Witnessed By:   
[Paula Neuhaus \(Oct 29, 2021 10:21 CDT\)](#) \_\_\_\_\_ (signature)

Paula Neuhaus (printed)

Chair (officer position)

# Minutes\_Arts Commission\_Special Meeting\_07.13.2021\_approved

Final Audit Report

2021-10-29

Created:	2021-10-29
By:	Jenni Petersen-Brant (jbrant@cityofdubuque.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAATngxpEBeebrEMmJxu2sZ3Woj1ykXUpF

## "Minutes\_Arts Commission\_Special Meeting\_07.13.2021\_approved" History

-  Document created by Jenni Petersen-Brant (jbrant@cityofdubuque.org)  
2021-10-29 - 2:38:53 AM GMT- IP address: 173.27.212.32
-  Document emailed to Paula Neuhaus (pneuhaus@rivermuseum.com) for signature  
2021-10-29 - 2:39:11 AM GMT
-  Email viewed by Paula Neuhaus (pneuhaus@rivermuseum.com)  
2021-10-29 - 3:21:15 PM GMT- IP address: 65.158.88.51
-  Document e-signed by Paula Neuhaus (pneuhaus@rivermuseum.com)  
Signature Date: 2021-10-29 - 3:21:22 PM GMT - Time Source: server- IP address: 65.158.88.51
-  Agreement completed.  
2021-10-29 - 3:21:22 PM GMT



Adobe Sign