



ARTS AND CULTURAL AFFAIRS COMMISSION (A&CA) MINUTES – REGULAR MEETING

DATE: Tuesday, 28 September 2021

TIME: 3:30 PM

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

Commissioners Present: Paula NEUHAUS (chair); Nicholas HALDER (vice-chair); Ryan DECKER (recorder); Noelle CHESNEY; Ali LEVASSEUR; Sue RIEDEL, Thomas ROBBINS.

Staff Present: Jenni PETERSEN-BRANT (coordinator); Mike WILLIAMS (intern)

Public Present: none

Neuhaus called the meeting to order following staff assurance of Iowa Open Meeting compliance at 3:32 PM.

Roll Call

Roll Call was taken of all present commissioners and staff.

Review of Minutes

Commissioners reviewed 24 August 2021 regular meeting minutes and 7 & 20 September 2021 special meeting (strategic planning) results. Halder motioned to approve minutes and special planning results. Chesney seconded. Vote: Unanimously affirmed. ***24 August 2021 Minutes and 7 & 20 September 2021 Results approved.***

Master Plan Working Group Updates

Petersen-Brant provided oral updates from Master Plan Working Groups; notable updates include:

1. **Branding & Communications** have prepared a Comprehensive Communication Campaign (CCC) project brief. A Travel Iowa grant application supporting CCC will be determined November 2021. The working group will present the creative brief and Request for Proposals (RFP) to various stakeholders on 7 December 2021, 4:00 PM at the Dubuque Museum of Art. If the grant is awarded, the RFP can be released shortly after. If the grant is not awarded, DuMA gathering will be used to gather financial buy-in.
2. **Access, Equity & Inclusion** (AEI; i.e. Dubuque Renaissance Project) leadership and A&CA staff met to discuss taking action on relationship-building activities for Dubuque Renaissance Project. Focused on planning to host world café-style discussions centered around neutral space-making, community and creativity; a gathering is tentatively scheduled for 11 November 2021. There are no other defined AEI projects at the moment,

though Government Alliance on Race and Equity (GARE) money is still allocated for the working group's purposes.

Staff Status Report

Petersen-Brant provided oral updates from various projects; notable updates include:

1. **Art on the River** (AotR) will welcome and mark the addition of sculpture "Mother Earth" and artist Christine Murphy, Chicago, IL with a private reception 11 October 2021 at 5:00 PM, Stone Cliff Winery. A&CA commissioners and select City staff are invited.
2. **Art en Route** Call for Artists is live with a 26 October 2021 deadline. Painting is slated for spring 2022.
3. **Youth Creative Literacy Specialist** position is now accepting applications. Position will work with and report to both A&CA Staff and AmeriCorps to create and execute arts and creativity programs for pre-K through grade 5 youth. The position workload is 18 hours per week for 50 weeks.
4. **National Arts & Humanities Month** (October) mayoral proclamation is on the City Council agenda for 4 October 2021. Still seeking a potential performance to mark the occasion and investigating PSA potentialities. Williams is organizing a public 31-day social media challenge (Facebook and Instagram) that align with the Americans for the Arts daily themes.
5. **A&CA Grant Applications:**
 - a. National Endowment for the Arts (NEA) grant has been submitted, requesting \$500,000. This funding would be used for Operational Support regranting, individual artist grants for Master Plan supporting projects, and part-time contracted staff for grant administration. Awaiting determination, November 2021.
 - b. Travel Iowa tourism grant due tomorrow, requesting \$10,000. This funding would be used to supplement the B&C Comprehensive Communications Campaign project budget.
 - c. Iowa Arts Council ARPA for Organizations grant due 1 October 2021, requesting \$20,000. This funding would support a part-time A&CA administrative support position from January through June 2021 focused on communications and grant-writing.
6. **Creative Resiliency Grants** will be dispensed soon; they are working their way through City channels.

Old Business

No old business discussed.

New Business

1. **Iowa Arts Council (IAC) Marketing Grant** opportunity is now available. Dispensing \$1M of CARES Act funding, the aim of the grant is to support arts and culture organizations' marketing efforts emphasizing "safe returns" to venues and events. Regranting is not permitted. Application deadline is 11 October 2021. Levasseur motioned, Decker seconded, authorization of Petersen-Brant to pursue potential A&CA grant uses, and subsequent application if appropriate and viable. Vote: Unanimously affirmed. ***Motion carried.***
2. **Strategic Planning** was the dominant focus of the Commission this session. Much deliberation was spent on how to undertake the finalization of Priorities, Goals, Action Steps, and Timeline. Neuhaus noted that, while the Commission aims to complete Strategic Planning efficiently, Commissioners should think of the Plan as effectual 2022, not 2021. Advantages and disadvantages of both smaller taskforces and commission-wide grid

finalization sessions were discussed. The Commissioners recognized overlapping interest in close-work on particular priorities, as well as differing levels of onboarding to Commission and City structures, priorities and plans. The Commissioners compromised to an arrangement of collaborating on the finalization of Priority #1 in Special Session and additionally using the session to establish best practices for smaller taskforce work on Priorities #2-4. ***Neuhaus called a Special Session for Strategic Planning Priority #1 Finalization on 19 October 2021, 3:30-5:00 PM.***

3. **Board & Commission Hybrid Meeting Option** brief discussion held as offering virtual access for public is not mandated by the City code or State open meetings laws. Decker motioned, Halder seconded, A&CA discontinue virtual access option for public Commission meetings. Vote: Unanimously affirmed. ***Motion carried.***

Public Comment

Public was not present.

Current Events

Current events reported by Commissioners include:

1. Rise Above, 29 September-3 October, Dubuque Regional Airport (UD Heritage Center)
2. QuadCon Dubuque, 3 October, Five Flags Civic Center
3. *Black Boy*, 3-4 October, UD Heritage Center
4. DBQ One Acts Festival, 7-9 October, Loras College (Loras Players with Dubuque Fine Arts Players)
5. *Nobody's Perfect*, 8-24 October, Bell Tower Theater
6. "Terror at the Grand," 22-31 October, Grand Opera House
7. "Fright Fest," 23 October, Allison-Henderson Park (Julien Dubuque International Film Festival with City of Dubuque Leisure Services)

Adjournment motioned by Levasseur, seconded by Riedel at 4:50 PM. Vote: Unanimously affirmed. ***Motion carried.***

Next Meeting: Tuesday, 19 October 2021 at 3:30 PM (Special Session: Strategic Planning, Priority #1)

Respectfully submitted:

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

These minutes were passed and approved on October 19, 2021.

Witnessed By: 
(signature)

Nick Halder (printed)
Vice-Chair(officer position)

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Final Audit Report

2021-10-29

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