



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

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**DATE:** Tuesday, 24 August 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:** Jean TUCKER (attending virtually)

Neuhaus called the meeting to order following staff assurance of Iowa Open Meeting compliance at 3:31 PM.

### **Roll Call & Procedural Notes**

1. Roll Call was taken of all present commissioners and staff.
2. Tornado Warning was announced; facilities staff shared safe locations.

### **Review of Minutes**

Commissioners reviewed and made minor corrections and additions to 27 July 2021 regular meeting minutes. Levasseur motioned to approve minutes with discussed corrections and additions. Neuhaus seconded. Vote: Unanimously affirmed. *27 July 2021 Minutes approved.*

### **Staff Status Report**

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

1. **Art on the River (AotR)** post-mortem to be held next week. Sales sheets and press release have been made for pieces; one sale and one additional purchase inquiry have already been made. *Julien's Journal* will feature one AotR piece per month. Exploring temporary display sites for mobile murals. For purchase inquiries, contact the City or Petersen-Brant; 25% of price goes to AotR programming and 75% goes to the artist. Riedel thanked the AotR committee and staff. Commissioners expressed appreciation for the variety and representation of arts organizations at the opening event.
2. **National Endowment for the Arts (NEA) American Rescue Plan (ARP) Local Arts Agency Grant Application** results will be announced in November. Requested \$500,000; \$435,000 for operational support, \$15,000 for individual artist fund, and \$50,000 for administrative support. Petersen-Brant is hoping to offer FY22 and F23 cycles of funding if funding awarded.

3. **FY21 to FY22 Budget Carryover Request** submitted by Petersen-Brant and decisions were made as follows by the City Manager. A&CA's FY21 surplus exceeded \$111,000 in total. Previously received grant award carryovers totaled \$42,871. Previously requested and approved operational carryovers totaled \$28,111 with \$23,311 for the Creative Resiliency Grant Program (excess now being used for Special Projects and Operating Support overrides), \$1,800 toward AotR 11<sup>th</sup> sculpture, and \$3,000 towards upcoming AFTA Economic Impact Study. Newly requested carryovers included \$5,000 for communications campaign by Branding & Communications Working Group; \$2,000 for updated Master Plan materials; \$1,500 for additional City Art-Train enrollment; \$8,000 for an Art-Train pilot program; and \$7,000 for AotR community engagement programming. All approved except for \$7,000 for AotR community engagement; Staff advised to request as improvement package in upcoming budget cycle.
4. **Art En Route** artist call to be released at the end of the week; painting to commence in September.
5. **Dubuque Renaissance Project** was discussed at length. Funding is available, but the organization does not seem to be structured, meeting or advancing the mission. Staff intends to contact volunteer leadership associated with AEI Working Group of Master Plan in hopes of reenergize group with new participants and allied organizations.
6. **Congressional Staffers** met at the Dubuque Museum of Art and other locations as part of annual visit organizing by the City. As part of the Museum visit, Decker presented to attendees on the history and current work and subcommittees of the Arts & Cultural Affairs Advisory Commission.

### **New & Upcoming Business**

1. **A&CA Commission Strategic Planning**, to be facilitated by Jan Powers, will take place 7 and 20 September 2021 at the River Center Board Room, National Mississippi River Museum & Aquarium. Neuhaus shared COVID protocols for the space. Public notice still required, though public comment does not have to be allowed. Petersen-Brant, Neuhaus, Halder and Levasseur will meet in advance to establish session goals and agenda.
2. **Art & Cultural Affairs Coordinator Job Description** is being revised as it currently does not accurately reflect the position. Commissioner input is encouraged through 31 August 2021 via Google Doc.
3. **Creative Resiliency Grant Applications**, as scored by Chesney and Emily Gruszczynski, and funding options reviewed by Commission. Decker motioned, Levasseur seconded, Funding Option 1. Vote: Unanimously affirmed. ***Creative Resiliency Grant Funding Recommendation 1 to City Council carries***. Motion awards \$12,500 of \$15,411 available funding, leaving \$2,911 surplus. Halder motioned, Neuhaus seconded, Commission determines how to regrant or reallocate this surplus at a future Commission meeting. Vote: Unanimously affirmed. ***Motion carries***.
4. **Iowa Tourism Grant Opportunity** offered through the Iowa Economic Development Authority was introduced by Petersen-Brant. Grants of \$2,500-10,000 to local agencies may be requested for FY22 expenses by 29 September 2021. Petersen-Brant expressed interest in applying for the full \$10,000 request for the Communication & Branding marketing campaign, which would effectively increase that budget from \$5,000 to \$15,000. Riedel motioned, Decker seconded, authorizing Petersen-Brant to make the application on the Commission's behalf. Unanimously affirmed. ***Motion carries***.
5. **National Arts & Humanities Month** (October) is approaching. Petersen-Brant will prepare a mayoral proclamation and Williams will make social media posts throughout the month. PSAs were discussed at length; Petersen-Brant will double-check with Public Information

Officer Randy Gehl on rules governing commission-driven PSA creation and distribution; Neuhaus will organize PSA committee outside this regular meeting.

6. **AmeriCorps Opportunities** briefly mentioned. There may be potential for A&CA to work with Parks & Recreation for youth/teen programing and/or AotR engagement projects.

### **Public Comment**

Public comment was offered, but not made.

### **Current Events**

Current events reported by Commissioners and Staff include:

1. *Hate Mail*, now-29 August, Bell Tower Theater
2. Sampson Brothers, 1 September, Heritage Center
3. *Disenchanted!*, 17-26 September, Grand Opera House
4. "Can You Hear My Voice" screening and panel, 19 September, Hotel Julien (JDIFF)
5. One-Day Play 2021, September 25, Loras College
6. DBQ One Acts Festival, 7-9 October, Loras College (with DFAP)
7. *Nobody's Perfect*, 8-24 October, Bell Tower Theater

Adjournment motioned by Decker, seconded by Riedell at 5:01 PM. Vote: Unanimously affirmed. *Motion carried.*

**Next Meeting: Tuesday, 28 September 2021 at 3:30 PM**

Respectfully submitted:

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

These minutes were passed and approved on September 28, 2021.

Witnessed By:   
[Paula Neuhaus \(Oct 29, 2021 10:22 CDT\)](#) \_\_\_\_\_ (signature)  
Paula Neuhaus (printed)  
Chair (officer position)

# Minutes\_Arts Commission-Regular Meeting\_08.24.2021\_approved

Final Audit Report

2021-10-29

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