

Minutes

## ARTS AND CULTURAL AFFAIRS ADVISORY COMMISSION

December 16, 2014

Bell Tower Theater, 2728 Asbury Road, Dubuque, IA 52001

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**The meeting was called to order by Chair Sue Riedel at 4:38 p.m. following staff assurance of compliance with the Iowa Open Meeting Law.**

Commissioners present: Katherine Kluseman, Marina O'Rourke, Sue Riedel, Julie Steffen, Gina Siegert and Jessica Teckemeyer.

Staff present: Megan Starr Commissioners absent: Ellen Henkels

**APPROVAL OF MINUTES of October 21st, 2014:** O'Rourke made a motion, second by Teckemeyer to receive and file the minutes. Motion carried 6-0.

### NEW BUSINESS

**1. Review Final Draft of Arts and Culture Master Plan RFP**

Starr explained that a Request for Proposal Review Committee has been established and shared a memo that outlined the review process and timeline. Siegert and Teckemeyer were selected to represent the Commission on the RFP review committee. Other committee members include, Laura Carstens (planning department), Marie Ware (leisure services), Jerelyn O'Connor (Neighborhood Development) Megan Starr (Economic Development) and Gerene Shafer (independent art consultant). The commission questioned whether or not there was a policy requiring gender balance for the review community. Starr expressed that she was not aware of such policy but would review the City's Administrative Policies and get back to the commission.

**2. Discuss operational support grant application and recommendations for changes**

Starr presented potential changes and an updated draft of the Operational Support Grant and the Special Projects Grant Applications. On a motion by Steffen, Kluseman Second the Commission voted to approve the changes to the operating and special projects grant applications (motion carried, 6-0). Starr will provide the revised drafts at the January meeting. Commissioners discussed the possibility of lowering the cap of the Operating Support Grants in order to make more funds available to smaller organizations. The Commission decided to table that discussion for a later meeting date.

**3. Bloomberg LOI**

Starr shared a draft LOI that City plans to Submit to Bloomberg Philanthropies in support of Creative Commons. The Commission indicated they were supportive of the Creative Commons project.

**4. River Boat Bench Purchase**

Starr reported that the City Council decided to accept the donation by Shawna Lipper of the Art on the River sculpture "River Boat Bench" by artist Don Lawler.

**5. Journey Sculpture**

Starr explained that the Art on the River sculpture titled *Journey* by Zach Schnock was removed by the Public Works Department and placed in the City Garage for storage, Starr made repeated attempts to contact Zach Schnock and was unable to reach him. Zach Schnock has been left messages via e-mail and phone that the sculpture was removed.

**6. Arts and Cultural Affairs Coordinator Update**

Starr explained that the position was still frozen and there are no further updates at this time.

**ITEMS FROM COMMISION**

**1. Commissioner Recognition – Marina O'Rourke**

Marina explained that the heartland ballet is 501c3 non-profit and will be celebrating the 400<sup>th</sup> anniversary of Shakespeare's death with a performance of Romeo and Juliet in partnership with the Dubuque Symphony. O'Rourke shared that the nutcracker would be opening on the 19<sup>th</sup>. O'Rourke also shared that she presented about the arts commission and the Heartland Ballet at Recent Leadership Dubuque presentation about arts and culture in Dubuque.

**ADJOURNMENT** –Siegert made a motion to adjourn, second by Steffen. Meeting adjourned at 6:29 p.m.

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Respectfully submitted:  
Megan Starr  
Economic Development Coordinator

These minutes were passed and approved on



1-28-15

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Ellen Henkels, Secretary