

## MINUTES

### ARTS AND CULTURAL AFFAIRS ADVISORY COMMISSION

Tuesday, February 24, 2009  
Board Room, Carnegie Stout Public Library  
360 W. 11<sup>th</sup> Street, Dubuque, Iowa

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**Meeting was called to order at 4:30 p.m. following staff assurance of compliance with the Iowa Open Meeting Law.**

Commissioners present: Ellen Henkels, Louise Kames, Paul Hemmer, Sue Riedel, Geri Shafer, Julie Steffen (Paul Kohl is out of the country until May.)  
Staff Present: Jerelyn O'Connor

#### **Approval of Minutes of January 27, 2009**

Motion by Shafer, second by Henkels to approve minutes. Motion passed 6-0.

#### **NEW BUSINESS:**

##### **1. Discussion with Mae Hingtgen, Executive Director, Every Child Every**

**Promise.** Geri Shafer introduced Mae Hingtgen. The Commission is interested in an update on the progress of Every Child/Every Promise and ways in which Dubuque's arts and cultural organizations can become part of EC/EP's efforts in our community. Every Child/Every Promise is a Dubuque, Iowa county-wide community engagement and education process for all citizens. It is fashioned after America's Promise, a national model for community involvement for children. It was founded in 2004. A Community Needs assessment was done in 2006, EC/EP issued a Community Growth Chart in 2008, and is presently working on a Youth Master Plan. Four strategic themes have emerged: expanding access, expanding learning, supporting a coordinated approach, and gathering and maintaining meaningful data. The Youth Master Plan will be published in spring 2009 and distributed widely. In March, EC/EP Board will prioritize the top 5-6 goals and will gather task teams to work on those priorities.

Mae indicated that expanding access for families to arts and cultural activities is included as an objective under the Healthy Start section of the plan. Commission members suggested including Arts and Culture as important in the educational component as well because of the correlation between music and mathematical skills, because arts have been marginalized in education, because arts activities can develop leadership skills and integrate learning skills and a way to reach children academically. Shafer asked how the Commission could assist in gathering data for outcomes. How does our existing arts and funding program fit into the Master Plan? Mae offered to meet with the Commission again after the Master Plan is completed.

## **2. Guidelines for Commission –General Overview and Grant Review**

**Protocol.** Commissioners reviewed and discussed a proposed grant protocol guidelines and drafts of new scoring sheets. There were favorable comments on the protocol guidelines. Commissioner Kames suggested combining scoring sheets for each grant type into one document. It was suggested that the Commission conduct a mock grant review at the next meeting. Commissioners prefer at least 10 days for review of the application (over two weekends if possible). Staff will plan the deadline calendar accordingly. The Commission reviewed the information provided on the Special Project Grant program including the number of applications received, amount of funds requested, grants awarded, average grant amount, and grant scores. Moved by Hemmer and seconded by Shafer that a Special Project grant application must score a minimum of 75 points to qualify for funding. All approved.

### **OLD BUSINESS:**

- 1. Report on Special Projects Grant Program –information on applicant history and final reports.** Commissioners reviewed copies of final reports of past Special Project Grants from Clarke College, Bell Tower Theatre, Dubuque Symphony Orchestra, Loras College and Dubuque Arts Council.
- 2. Strategic Plan Update.** Moved by Shafer and seconded by Riedel to move this item to the March Commission meeting. All approved.

### **ITEMS FROM THE COMMISSION:**

1. Henkels reported that she addressed the City Council at the FY 2010 budget public hearing.

### **INFORMATION SHARING:**

- 1. Cultural Advocacy Days and CHAT.** O'Connor and Stoffel attended. O'Connor updated commission on CHAT and Cultural Advocacy Days and distributed the Iowa Cultural Coalition 2009 Legislative Platform.
- 2. Information on Stimulus Packages –** Commission was provided an update from Americans for the Arts.
- 3. Warehouse District Cultural and Entertainment District Application** The State of Iowa has denied the city's application for designation of the Warehouse District as a state certified Cultural and Entertainment District.
- 5. Prosperity Eastern Iowa.** Candace Eudaley, Regional Economic Development Coordinator, will be invited to attend a later meeting.

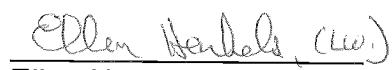
Motion by Hemmer and second by Shafer to adjourn the meeting at 6:03 p.m. Motion carried.

Respectfully submitted;



Jerelyn O'Connor

These minutes were passed and approved on March 24, 2009.



Ellen Henkels, Secretary