

Minutes

**ARTS AND CULTURAL AFFAIRS ADVISORY COMMISSION**

August 2, 2016

Lacy Boardroom, Carnegie Stout Public Library

**The meeting was called to order by Susan Riedel at 4:35 p.m. following staff assurance of compliance with the Iowa Open Meeting Law.**

Commissioners present: Mary Armstrong, Nicholas Bratcher, Matthew Gregory, Ellen Henkels, Sue Riedel, David Schmitz, and Gina Siegert

Staff present: Debra Alleyne

Public present: Ali Levasseur (President of Dubuque County Fine Arts Society)

**APPROVAL OF MINUTES of July 12th 2016** Minutes were amended by Henkels to indicate that excused absences be indicated in minutes differently from unexplained absences. Motion carried 7-0.

**NEW BUSINESS**

**1. Selection of Officers**

The commission selected the officers as follows: President: Susan Riedel; President Elect: Ellen Henkels and; Secretary: Gina Siegert

**2. Discussion of the Final Master Plan Draft**

- Commissioner Bratcher recommended that inclusivity should be a focal point in the plan and noticed that although it was discussed, it was not expounded upon later in the document. The commission discussed this point and finally Commissioner Riedel recommended that inclusivity be included in all points of the Master Plan. Alleyne reminded the commission this document is the culmination of research and that the data has been derived from a comprehensive methodology used by the consulting firm. She asserted that the Commission's task is to determine if the recommendations of the plan are viable and amendments can be included during implementation.
- With regard to proposed funding schemes, Commissioner Riedel raised questions about the commission's responsibility in this matter. Alleyne clarified that the recommendations made would be considered, assessed and determined by the City Council. The commission would be poised to assist the City Council in making recommendations, prioritizing and effectively implementing any funding arrangements during the implementation phase.
- Commissioner Schmitz noted that there needs to be an information strategy to communicate the plan to the public. Commissioner Siegert recommended a letter to the editor from the commission to clarify the goals and strategies used to develop the Master Plan. Both

commissioners agreed to develop a letter to the editor on behalf of the commission.

- The commissioners noted the recommendation that the Commission function in an exclusively advisory capacity. Discussion ensued resulting in the commission suggesting that its policies be revised and broadened. The commission is interested in spearheading new initiatives questions where the financing would come from to advance them.
- Riedel suggested to make a calendar of priorities and goals for the Commission, which is reflective of the Master Plan Draft.
- Due to time the commission agreed to send recommendations to Debra who will compile them and review them at the next meeting.

### **3. Dubuque Main street inquiry**

A letter sent to the Economic Development department forwarded to the Office of Arts and Cultural Affairs from Dubuque Main Street was presented to the Commission. The commission members that participated in the FY 2017 Operating Support grant adjudication explained to the newest commissioners that they were unable to determine a percentage for funding because clear documentation of budget for the Downtown Cultural Corridor was not presented and the presented documents were inadequately itemized to separate the Dubuque Main Street expenses from the Downtown Cultural Corridor.

### **4. Discussion of Special Projects Grants Reporting form**

Alleyne recommended that the commission adopt a more holistic and quantitative method of organization self-reporting called the AAEI (Arts Audience Experience Index). Alleyne, having some experience with this method distributed the article to the commission to read and discuss in August along with discussion on amending the grants.

### **ITEMS FROM Public**

Ali Levasseur discussed her interest in the master plan document and because of her involvement at every stage, made some recommendations to improve the documents accuracy. She also inquired about the Jim Avery's motorcycle and about its suggested display on City property. Alleyne updated her on the status on the installation and indicated that the issue cannot move forward till the public art policy contained in the master plan is accepted and implemented.


**ADJOURNMENT** – Commissioner Henkels made a motion to adjourn, second by Siegert. Meeting adjourned at 5:37 p.m.

This notice is given pursuant to Chapter 21, Code of Iowa and applicable local regulations of the City of Dubuque. Persons with limited English proficiency or vision, hearing or speech impairments needing special assistance should contact the City Manager's Office at 589-4110 or (563) 589-4230 for TDD.

Respectfully submitted:  
Debra Alleyne  
Arts and Cultural Affairs Coordinator

These minutes were passed and approved on

August 23, 2016

  
Gina Siegert, Secretary