

Minutes  
**ARTS AND CULTURAL AFFAIRS ADVISORY COMMISSION**

Meeting June 28th, 2016  
Lacy Board Room, Carnegie Stout Public Library

**The meeting was called to order by Chair Marina O'Rourke at 4:30 p.m. following staff assurance of compliance with the Iowa Open Meeting Law.**

Commissioners present: Katherine Kluseman, Marina O'Rourke, Sue Riedel, Ellen Henkels, Mathew Gregory (4:50pm) Jessica Teckemeyer and Gina Siegert.  
Staff present: Debra Alleyne, Jill Connors

**APPROVAL OF MINUTES of May 31<sup>st</sup> 2016:** O'Rourke made a motion, second by Siegert to receive and file the minutes. Motion carried 5-0.

**NEW BUSINESS**

**1. Art on the River update**

Alleyne listed the new additions to Art on the River and described the process and measure of success each was met with. Commissioners Henkels and Riedel carried out kids' tour and reported that it was a success. Debra commented that next year it would be nice make it more kid friendly. She was pleased to have their involvement and hopes to expand youth participation next year with more activities.

Alleyne reported that she was able to move forward with the Otocast app because sponsorship was secured for 6 months with American Trust. She talked about instituting Art on the River Winter edition and that the 6 month time frame would be good if a new sponsor had to be secured. Otocast is still in progress of being updated and should be fully functioning soon. Alleyne thanked commissioner Teckemeyer for all of her help with sculpture placement and stepping in for the absent juror.

Discussion on the new feature, Continuum, followed and all commissioners thought it was a great permanent location for the piece. The commission agreed that they would present an official letter of recommendation to the City Council that the Continuum should remain in its current location. Alleyne reported that the finishing touches on the installation and signage will be completed soon.

Commissioner Henkels reported that Gene Tully was frustrated and the number of hours that he invested in the exhibit and was unsure of his interest moving forward. Alleyne reminded the commission that some participation in preparation for the exhibit was to be expected as Mr. Tully

is an Art on the River Committee member. However, because Gene was approached by city engineer, Bob Schiesl, to produce a base for the exhibit, Alleyne recommended that he should be compensated for his materials, craftsmanship and time for the creation of the base. Commissioner Henkels volunteered to inform Mr. Tully that he should submit an invoice. Commissioner Siegert recommended that we extend a personal thank to Mr. Tully at a City Council meeting and inviting Gene to appear.

## **2. Operating Support Grant Funding Scheme**

Alleyne offered several funding schemes that would maximize the budget. The idea of a flat percentage was suggested as would be possible to do so within the allotted budget. Some commissioners argued that the point of scoring and ranking the applicants may be moot if all applicants received the same percentage. Because the cap had been lowered this year, more discussion followed on whether the commission should raise the cap or the percentage to maximize the budget. Jill Connors continued to modify the percentages congruent with the rankings scores of the applicants. Alleyne offered to finalize the scheme and present it to the commission at the next meeting.

## **3. Special Projects Grant discussion and adjudication**

The commissioners discussed each of the applications and the scores that each applicant received. Although there were several well written grants that scored well, there were some general recurring themes in varying degrees across many of the applications that contributed to their ranking. They are as follows:

- recurring partnerships / events (some identical to previous projects)
- proposed projects appeared to be a part of normal operations
- Details and/ or credentials of artist/individuals involved with the project were vague or non-existent
- Projects were not deemed special

The commissioners once again debated what is considered "special" and have decided that attendance to the workshops are more crucial to the understanding of how this particular grant should be utilized. Commissioners also wanted to include final reporting and evaluation to the timeline. Alleyne will bring the finalized funding schemes to the commission at the next meeting.

## **4. Acknowledgement of service for outgoing commissioners**

Present incoming commissioners Riedel and Bratcher took the oath of office and were sworn in. The commissioners warmly expressed their gratitude and admiration for each other and the outgoing commissioners offered their services, support and guidance if should the commission ever have need of it.

## ITEMS FROM COMMISSION

**ADJOURNMENT** – O' Rourke made a motion to adjourn, second by Henkels.

Meeting adjourned at 7:05 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

Economic Development Coordinator

These minutes were passed and approved on

July 12, 2014

  
Gina Siegert, Secretary

post "DR" per DA 09-29-2016

