



ARTS AND CULTURAL AFFAIRS COMMISSION MINUTES

DATE: Tuesday, August 27, 2019

TIME: 3:30 p.m.

LOCATION: Five Flags Center, Orpheum Room – 405 Main St, Dubuque, IA

Regular Meeting

Commissioners Present: Ali Levasseur, Nicholas Halder, Susan Riedel, Ryan Decker, Gina Siegert, Tyler Daugherty

Commissioners Excused: Paula Neuhaus

Staff Present: Jennifer Petersen-Brant

Public Present: Jean Tucker

The meeting was called to order by Ali Levasseur at 3:32 p.m. following staff assurance of compliance with Iowa Open Meeting Law.

Motion to accept minutes: Motioned to accept minutes of July 17 as corrected by Sue Riedel, seconded by Ryan Decker.

New Business

Commissioner orientation: Jennifer Petersen-Brant passed out binders for the new Commissioners (Ryan Decker and Nick Halder) of Master Plan information, commission contact info, and current city council goals. Petersen-Brant noted that binders containing general commission roles and responsibilities is sent out from the City Clerk's office to all new commissioners. Commissioner Riedel, Siegert, and Daugherty requested updated materials from the City Clerk's office, Petersen-Brant to submit request. Petersen-Brant discussed putting all Arts and Culture Master Plan/Commission specific resources on a folder Google Drive or something similar for electronic access. She will also forward any updated materials she has; commissioner orientation date and information will be sent.

Petersen-Brant noted that City Clerk's office will host a general Commission training session in the Fall, date TBD. This is an opportunity for Commissioners to become familiar with opportunities hosted by the City, and on responsibilities. Discussion on responsibilities internally followed.

Art on the River update: Commissioners Decker, Siegert and Jennifer Petersen-Brant reported on overview and possible improvements for next year. Group will meet Sept 10th to begin planning of 2020-21 AOTR including budget development, event logistics, marketing strategies, and investigating potential sales opportunities to build public and private public art acquisition. 2020-21 AOTR Grand Opening is tentatively set for Friday, August 7th 2020. Ideas on expanding the event to be discussed.

Petersen-Brant to confirm dates of Taste of Dubuque and Lighted Boat Parade to continue success of scheduling 2019-20 AOTR opening in conjunction with those 2 events.

City Arts Grants discussion:

2019 grants awards used came in just under budget. As there is no set precedent for spending the unused funds. Petersen-Brant to investigate and report on prior occurrences. Discussion followed on how the Commission might proceed repurposing unspent Special Project grant funds including: 1) Use for overall marketing of activities of Office of Arts & Cultural Affairs, 2) Marketing of grant opportunities/hosting grant information sessions, 2) funding DEI training opportunities for City Arts and Culture grantees and applicants, 3) supporting Arts and Business Luncheon, 4) funding for a special inclusive arts and culture event. Additional discussion followed on opening a special call for applications to support cultural event. Grants committee to further discuss and bring recommendation to Commission at September Commission Meeting; Daugherty to schedule meeting of Grants committee.

Additional discussion related to eligibility of colleges to apply for Operating Support but that Special Projects may apply depending on the event. Discussion on continuing to improve grant process through evaluating application language, funding objectives, and eligibility requirements. Grants committee to determine strategy for proceeding.

Petersen-Brant reporting that all FY20 Operating Support and Special Project grant agreements have gone out and majority are inline for fund disbursement.

Arts and Business Luncheon:

Arts and Business Luncheon planning committee to meet Thursday, August 29. Input from Commissioners requested; suggestion to return to holding event in November as opposed to December in order to encourage student engagement. General Commissioner support for continued hosting of Arts and Business Luncheon with encouragement to maintain quality, grow audience, and consider possibilities for additional opportunities that could be made available throughout the year.

Task Force update:

Task Force meeting originally scheduled for late July to be rescheduled for September. Public Arts group concluded their current objectives and is no longer meeting; Petersen-Brant to review and forward their work product to Commissioners. Branding and Communications group continues to meet monthly; focus on implementing central repository for all Working Groups to share and collaborate through, working with Loras College to gather community feedback as it relates current arts and culture efforts, along with continued push for increasing promotion and awareness of all arts and culture activities happening in Dubuque. Creative Economy continues to meeting monthly and is making substantial process on a directory of for-profit arts venues, artists, musicians, performers, etc and non-profit arts organizations. Accessibility, Engagement, and Inclusion continues to meet and is exploring DEI training and actions plans for implementing their groups' goals. Petersen-Brant reported she is currently attending all Working Group meetings to support their work and act as a connective thread between all of them.

October National Arts & Humanities Month

Petersen-Brant will be working with the City Clerk on a proclamation by the Mayor and City Council in recognition of Arts & Humanities month along with short performance by a grantee for the October 7 City Council meeting. Petersen-Brant to request being placed on the October 21 City Council meeting to present on the state of the arts in Dubuque as related to the work of the Office of Arts & Cultural Affairs, the Arts Commission, and the Master Plan. A marketing campaign highlighting City Arts grantees to be implemented in October in tandem with media partners.

Other New Business:

Discussion on working with City cable channel to capture and promote arts and cultural events, which will also create an archive of footage for future use by Office of Arts & Cultural Affairs. Suggestion of interviewing Special Project grantees on their funded project to promote their work and the Special Project grant program.

Program review of budgeting, development of public art policy:

Discussion on improvement package request for additional funding for Operating Grants, as number of applicants and total amount being requested has grown. Petersen-Brant to compile information for Commissioners to evaluate in making their recommendation. Brief discussion on establishing new grant programs that better meet the needs of arts and cultural organizations in the community. Petersen-Brant has been asked to have a draft public art policy by February. She will work with the Public Art Working Group to draft and submit to Task Force for input by then.

Current Events from Commissioners:

Loras Theatre projects

Travel Dubuque: New program "Four Pillars" for tourists to experience places in Dubuque, Sister Cities photo program (a two-year commitment)

Art on the River brochures are available for Commissioners to distribute.

Motion to adjourn at 4:37pm made by Commissioner Tyler Daugherty, and seconded Gina Siegert.

Next meeting: Tuesday, September 24, 2019 at 3:30pm at Five Flags Center.

Respectfully submitted:

Jenni Petersen-Brant
Arts and Cultural Affairs Coordinator

These minutes were passed and approved on 9/24, 2019.

Witnessed By: Jenni (signature)

Ari Levasseur (printed)

Its: Ari Levasseur (officer position)