



ARTS AND CULTURAL AFFAIRS COMMISSION MINUTES – REGULAR MEETING

DATE: Tuesday, May 25, 2021

TIME: 3:30 p.m.

LOCATION: Via GoToMeeting

Regular Meeting

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

Staff Present: Jennifer Petersen-Brant, Arts & Cultural Affairs Coordinator

Public Present: Tom Robbins (Heritage Center/University of Dubuque), Jean Tucker (Dubuque Symphony Orchestra), Jan Powers, Noelle Chesney

The meeting was called to order by Commissioner Levasseur at 3:34 PM following staff assurance of compliance with Iowa Open Meeting Law. Commissioner introductions followed for public benefit.

Review of Minutes: Motion to approve minutes of April 27, 2021 with by Commissioner Daugherty, seconded by Commissioner Decker. Commissioners Halder, Decker, Siegert, Daugherty, Neuhaus, Levasseur, Riedel voted to approve motion; Motion passed.

Review of Reports from Working Groups: Staff provided verbal updates from recent meetings of active Master Plan working groups in advance of the meeting. Staff noted that DEI training and World Café style events are being explored by AEI Working Group; Creative Economy Working Group is finalizing a logo for the We Create DBQ Facebook group for possible use related to directory; Branding & Communications Working Group is focused on debriefing from previous large committee meeting related to development of a broad arts and culture communications campaign with next meeting for larger committee set for Thursday, May 27. Question related to development of public art policy and review process; Staff noted that draft will come to Commission and Task Force as well as select City leadership before going to City Council; timeline continues to shift due to limited capacity of Staff.

Status Updates from Staff

FY22 Arts & Culture Grants update: Staff reported that 19 applications were received for the Operating Support program. These applications have been downloaded and need review by Staff for eligibility; will be forwarded to panel of reviewers for scoring and comments. Special Projects application process open through June 1.

Creative Resiliency Grant Program: Grants committee finalized rubric and program specifications. City Manager has concurred with the Commission's recommendation and program will be a consent agenda item on City Council's June 7 meeting. If approved, Staff will release program details on June 8 and conduct an informational webinar on June 11. Application deadline is July 9. Commissioners are invited to reach out to City Council in support of this new program.

Art on the River update: Staff received 56 applications in response to the May 24 deadline compared to previous years of 34 in 2020 and 36 in 2019. Deadline was Monday May 24. Next steps will be for staff to download and compile application for review by panel of jurors made up of local residents with expertise in public art or sustainability initiatives. Panel will review and score independently that convene to draft a final recommendation for Commission to consider at June 15 Special Meeting in anticipation of being on June 21 agenda for City Council.

Iowa Local Arts Agency Leaders Task Force: Staff reported that IAC continues to hold monthly virtual meetings of this advisory group. Recent meeting covered IAC's efforts to work with a marketing firm to create a statewide campaign in support of the reopening of arts and culture activities. Staff anticipates an online survey for anyone to complete and will forward accordingly.

American Rescue Plan Task Force: Staff reported that formal meetings have concluded but small groups will continue to meet as necessary; Staff has volunteered to continue to be part of those conversations.

Old Business

Opportunity for to participate in Americans for the Arts' Arts & Economic Prosperity VI: Staff gathered and shared more details to address questions posed at previous Commission meeting, addressing concerns of data gathering timeframe and clarification on study fee. AFTA will collect data related to 2022 audiences, continuing into early months of 2023. Full study fee is \$6,000, half of which will be covered by Iowa Arts Council; balance of \$3,000 would be responsibility of City of Dubuque.

Motion to recommendation participation in the Americans for the Arts' Arts & Economic Prosperity VI study, using \$3,000 of FY21 savings that remain available due to cancellation of 2020-21 Art on the River to cover study fee made by Commissioner Neuhaus, seconded by Commissioner Decker. Commissioners Halder, Decker, Siegert, Daugherty, Neuhaus, Levasseur, Riedel voted to approve motion; Motion passed.

Strategic planning with Jan Powers, schedule and next steps: Commissioner Neuhaus reported out on follow up with Powers. Suggested, based on Powers availability, that early-mid August or September would be optimal and meet Commission goal to move forward as quickly as possible. Two 2-hour sessions needed, in-person preferred. Discussion followed noting usual Commission meeting time of 3:30 is generally good and with Commissioner Neuhaus to send out Doodle poll to identify best dates. Dates to be confirmed as soon as possible.

Other – Open Commission seat: Daugherty and Siegert will not be reapplying to renew their seats. Neuhaus reapplied.

Other – In-person vs Hybrid Commission meetings: Commissioner Halder inquired about return to in-person meetings. No directive from City at this time but discussion on interest of returning to in-person while continuing to offer virtual access expressed. Staff and Commission Levasseur to follow up with identifying space that will meet these needs for June meeting. Commissioners encouraged to reach out to Staff if they have strong feelings on returning to in-person.

New Business

June / July meeting schedule to review Grant and AOTR recommendations: Discussion on special meetings needed to review recommendations by outside reviewers and meet deadlines related to upcoming City Council meetings.

Motion to hold a Special Meeting to review Art on the River applications on Tuesday, June 15 at 3:30PM in anticipation of June 21 City Council meeting by Commissioner Decker, seconded by Commissioner Riedel. to finalize applications and be on the Council agenda by June 21. Commissioners Halder, Decker, Siegert, Daugherty, Neuhaus, Levasseur, Riedel voted to approve motion; Motion passed.

Motion to hold Special Meeting to review Operating Support and Special Projects scoring on July 6 at 3:30PM in anticipation of July 19 City Council meeting by Commissioner Siegert, seconded by Commissioner Decker. Commissioners Halder, Decker, Siegert, Daugherty, Neuhaus, Levasseur, Riedel voted to approve motion; Motion passed.

Internship: Staff reported that applications for the paid internship with the City are still being accepted. Staff will review as applications come in. To ensure equity in interview and hiring practices, Staff has been advised by Human Resources to involve Commission in interview process. Discussion followed. Commissioner Riedel volunteered to help.

Art Train Program: Staff reported on Art Train a technical assistance training program offered by Springboard for the Arts in using arts and cultural practices to broader community development initiatives; Staff referred to detailed information that was shared via email with all Commissioners. Commitment would involve participating in a 3-hour training on July 20 or August 3 along with other City staff; Assistant Manager Burbach and Arts & Culture Staff are developing a Dubuque cohort to participate in the training together to collectively build skills and language around the topics. The program also offers access to biweekly meetings and coaching. The registration fee for any Arts Commissioner, City Council member, or City Leadership Team member will be covered 100% by FY21 savings due to previously frozen but now available conference and travel funding budgeted for Arts & Cultural Affairs Coordinator. Interested Commissioners should notify Staff by June 4 if interested. Representatives from community organizations, arts or otherwise, can take advantage of a 10% discount code that has been arranged for any Dubuque-based organizations. An Art Train program for individual artists is also available at no cost.

Public Comment: Tom Robbins of University of Dubuque Heritage Center introduced himself and thanked Commission for their work. Jean Tucker of Dubuque Symphony Orchestra introduced herself and thanked commission, also sharing that DSO's final classics concert of the season is coming up June 5 and 6. DSO is honoring the promise to patrons and performers of requiring masks and socially distanced seating. DSO also returning to Arboretum this Summer.

Current Events Reporting from Commissioners:

- Dubuque Arts Council returns with Music in the Gardens at Arboretum in June
- Five Flags events include DSO concert on June 5 and 6, Cory Taylor on June 15, Lanco on June 25, Stix on July 3
- Bell Tower hosting youth performances of Complete Works of William Shakespear Abridged June 10-20. Noted that they are also requiring masks to uphold promise to patrons and performers; lots of youth involved so lots of unvaccinated persons performing and attending.
- River Museum to open River of Innovation in 2 weeks with members-only sneak peek on June 5 and public events June 11-12.
- Ham House reopens Memorial Day weekend.
- Taste of Summer Series kicks off in June (1st Thursday in June, July and August) from 6-9PM
- Grand Opera House is producing youth performance of Matilda.
- Rising Star has a new performance coming up

Commission Daugherty excused from meeting at 4:47PM.

Motion to adjourn by Commissioner Decker, seconded by Commissioner Riedel. Meeting adjourned at 4:48PM.

Special Meeting: Tuesday, June 15, 2021 at 3:30PM via GoToMeeting
Next Regular Meeting: Tuesday, June 22, 2021 at 3:30PM via GoToMeeting and possibly in-person at location TBD

Respectfully submitted:

Jenni Petersen-Brant
Arts & Cultural Affairs Coordinator, City of Dubuque

These minutes were passed and approved on June 22, 2021.

Witnessed By: *Paula Neuhaus* (signature)
Paula Neuhaus (Oct 29, 2021 10:20 CDT)

Paula Neuhaus(printed)
Vice-Chair (officer position)






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Final Audit Report

2021-10-29

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