



## ARTS AND CULTURAL AFFAIRS COMMISSION (A&CA) MINUTES – REGULAR MEETING

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**DATE:** Tuesday, 26 October 2021

**TIME:** 3:30 PM

**LOCATION:** Orpheum Room, Five Flags Civic Center, 450 Main St., Dubuque, IA 52001

**Commissioners Present:** Paula NEUHAUS (chair); Nicholas HALDER (vice-chair); Ryan DECKER (recorder); Noelle CHESNEY; Ali LEVASSEUR; Thomas ROBBINS; Sue RIEDEL.

**Staff Present:** Jenni PETERSEN-BRANT (coordinator); Mike WILLIAMS (intern)

Neuhaus called the meeting to order following staff assurance of Iowa Open Meeting compliance at 3:35 PM.

### Review of Minutes

Commissioners reviewed 19 October 2021 special meeting minutes. Approval of minutes motioned by Levasseur, seconded by Decker. Vote: Unanimously affirmed. **Motion carries.**

### Staff Status Report

Petersen-Brant provided oral updates from various projects; notable updates include:

1. **Art en Route** extending submission deadline to 23 November 2021. Eight (8) submissions at present.
2. **AmeriCorps/A&CA Collaborative Positions** are posted online and will remain open until filled: Youth Creative Literacy Specialist (part-time) and Teen Creative Community Engagement Specialist (full-time).
3. **Winter Arts Festival** tentatively scheduled for 10-13 February 2022; snow packing on 8 February 2022.
4. **Social Media Campaign** for October's Arts & Humanities Month was a successful in reach and engagement.

### Strategic Planning

1. Petersen-Brant recapped the accomplishments of the Commission's 19 October 2021 special meeting for Strategic Planning, Priority 1.
2. The Commission concluded the building out of Priority 1.
3. The Commission discussed Priority Subcommittees for the initial build out of Strategic Plan Priorities 2, 3 and 4. Priority Subcommittees are to return strategic planning grids to Petersen-Brant with (1) Objectives, (2) Action Steps, (3) Responsible Parties, and (4) Tentative Deadlines, in addition to any accompanying wordsmithing and additional thoughts or ideas, by 18 November 2021. Commissioners self-appointed to Priority subcommittees:
  - **Priority 2 (Masterplan):** Halder, Levasseur, Neuhaus

- **Priority 3 (Grants):** Neuhaus, Halder, Riedel
- **Priority 4 (Relationships):** Decker, Chesney, Robbins

### **New Business**

1. **Budget Input** will be heard at the 8 November 2021 City Council meeting.
2. **Holiday Meeting Schedule** was discussed by the Commissioners. Decker motioned, Robbins seconded, rescheduling of the Commission's 28 December 2021 meeting to 21 December 2021. Vote: Unanimously affirmed. ***Motion carries.***
3. **Meeting Venue** was discussed. Petersen-Brant will secure a conference room at the Multicultural Family Center, 1157 Central Ave., for the remainder of the Commission's 2021 meetings.

### **Public Comment**

No members of the public were in attendance.

### **Current Events**

Commissioners shared out upcoming Arts & Culture events.

Adjournment motioned by Decker, seconded by Neuhaus at 5:09 PM. Vote: Unanimously affirmed. ***Motion carried.***

**Next Meeting: Tuesday, 23 November 2021 at 3:30 PM, Multicultural Family Center**

Respectfully submitted:

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

These minutes were passed and approved on November 23, 2021.

Witnessed By: *Nick Halder* (signature)  
Nick Halder (Nov 24, 2021 14:37 CST)

Nick Halder (printed)  
Vice-Chair (officer position)

# Minutes\_Arts Commission\_Regular Meeting\_10.26.2021\_approved

Final Audit Report

2021-11-24

Created:	2021-11-24
By:	Jenni Petersen-Brant (jbrant@cityofdubuque.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAsb6DCpa71-IJwKeORW7gTYgjbQn9nT30

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2021-11-24 - 8:33:41 PM GMT- IP address: 173.27.212.32
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