

MINUTES  
**ARTS AND CULTURAL AFFAIRS ADVISORY COMMISSION**

Tuesday, January 25, 2011  
Library Auditorium 3<sup>rd</sup> Floor, Carnegie-Stout Library,  
360 W. 11<sup>th</sup> Street, Dubuque, IA 52001

**Meeting was called to order at 4:30 p.m. following staff assurance of compliance with the Iowa Open Meeting Law.**

Commissioners present: Ellen Henkels, Louise Kames, Marina O'Rourke, Sue Riedel, Geri Shafer. Staff present: Jerelyn O'Connor, Jan Stoffel. Commissioners excused: Paul Hemmer, Julie Steffen.

**Approval of Minutes of November 23.** Motion by Riedel and seconded by Henkels to approve the minutes. Motion carried 5-0.

**OLD BUSINESS:**

1. Approval of grant review changes. The grants subcommittee of Kames, O'Rourke and Steffen met with staff on December 15, 2010, to review the grant process. The main recommendations included:
  - Once an application is submitted, it cannot be changed. The responsibility rests on the applicant, not City staff
  - No public input at the review sessions will be accepted.
  - The award and gifts ineligibility item was clarified.
  - Commissioners will record comments that can be passed on to applicants.

Riedel moved and Kames seconded to accept the recommendations from the grant subcommittee. Motion passed 5-0.

**NEW BUSINESS:**

**ITEMS FROM THE COMMISSION**

1. Discussion about incorporating public art into the Bee Branch project  
There was a general discussion about the commission's desire that artistic elements could be incorporated in the Bee Branch Parkway project. O'Connor explained that phase I, the lower Bee Branch, is currently under construction. Phase II is in the design phase. Commissioners will research some examples of specific projects where artistic elements were used. Commissioners mentioned artistic benches, bridges, decorative murals, and enhancing structural forms. It was suggested that this item be placed on next month's agenda.

**INFORMATION SHARING:**

1. Update on Economic Impact and Local Arts Index studies. Stoffel reported that work on the studies was proceeding nicely. Two community partner

meetings for the Economic Impact Study were well attended. The year's schedule for collecting Audience Surveys is almost completed. Research for the Local Arts Index pilot study will continue through May. The Telegraph Herald will do a feature on the studies.

2. Iowa Arts Advocacy Day will be held in Des Moines on February 15 at the State House for breakfast with the legislators.
3. FY 2012 Budget Hearing, covering the arts budget, will be held on Wednesday, February 9, 6:30 p.m. Commissioners are invited to attend.
4. The Mission, Values and Vision statement is now included on the City website on the Arts and Cultural Affairs Advisory Commission page and included on Commission letterhead.
5. Chair Shafer continues to pursue a Chamber Business for the Arts Committee. She met with Molly Grover and Keith Rahe from the Chamber/Convention and Visitors Bureau.
6. The Department of Cultural Affairs has a new Director, Mary Cownie, who replaces Cyndi Pederson.

#### **ADJOURNMENT**

O'Rourke moved and Riedel seconded to adjourn the meeting at 5:45 p.m. Motion passed 5-0. The next meeting will be held on Tuesday, February 22, 2011, at 4:30 p.m., at the Carnegie Stout 3<sup>rd</sup> floor Auditorium.

Respectfully submitted,

  
Jerelyn O'Connor, Neighborhood Development Specialist

These minutes were passed and approved on February 22, 2011

  
Secretary