

MINUTES
ARTS AND CULTURAL AFFAIRS ADVISORY COMMISSION

Tuesday, August 30 2011
Lacy Board Room
Carnegie-Stout Public Library
360 W. 11th St., Dubuque, IA

Meeting was called to order at 4:10 p.m. following staff assurance of compliance with the Iowa Open Meeting Law.

Commissioners present: Ellen Henkels, Paul Hemmer, Louise Kames, Marina O'Rourke, Geri Shafer and Sue Riedel. Julie Steffen joined the meeting by phone. Staff Present: Jerelyn O'Connor, Jan Stoffel. Public present: Ben Gourley, Troop 10 Nativity, Nancy Gourley

Approval of Minutes of July 28, 2011. Motion by Henkels, seconded by Riedel to approve minutes. Motion carried 7-0.

NEW BUSINESS

1. **Introduction to planning session format.** O'Connor highlighted the original Ordinance 64-05 that established the Arts and Cultural Affairs Advisory Commission with specified goals of the Commission. Also included for planning purposes were the present Commission Vision, Values Statement approved after the 2010 planning session. This session is meant to build on our goals from last year.
2. **Review and Discussion of Commission Mission, Values and Vision Statement.** Commissioners felt that these statements were sound and that much attention had been given to crafting them the previous year. No changes are needed for the coming year.
3. **2011-2012 Commission Priorities.** Stoffel explained the 2010 priorities and what had been accomplished toward them during the previous year.

Priority I: Advocacy/Visibility: Expand Commission's role as a leading action/policy/networking organization for the arts.

- A. Continued advocacy on local and state levels
 - Executed the Economic Prosperity IV and Local Arts Index Study for data on Dubuque area arts.
 - Henkels wrote letter to Editor TH
 - Hemmer produced PSAs for Arts and Humanities Month
 - Henkels, Steffen and Stoffel attended a meeting of the Eastern Iowa Cultural Corridor in Maquoketa.
 - New Iowa Department of Cultural Affairs staff attended Art on the River opening.
 - Recommended artistic elements are included in Bee Branch project. Council approved subject to funding.
- B. Secure arts seat at the table with other leaders in community planning and development (Chamber, GDDC, Main St., ECIA, etc.) (St. Cloud model)
 - Included these groups in studies
 - Shafer met with Mayor Buol
 - Shafer met with Molly Grover and Keith Rahe from Chamber.
 - NEA Our Town grant secured.

- C. Continue to send consistent message to Council on funding needs
 - Requested 10% increase in operating support funding for FY 12 and increase of 10 hours in arts staff from Council. FY 12 budget improvement packages were not approved.
 - Shafer contacted new council member Sutton.
- D. Increase awareness of public art in community
 - Art on the River: added QR codes to kiosks and brochures, largest attendance at opening reception
 - Online Voting for Art on the River
 - Art on the River Increased presence at City Expo
 - Five Flags lobby project produced catalog of art and preservation and display of additional work. (Henkels and Stoffel)

Priority II: Grantmaking: Ensure appropriate criteria exist and policies are in place for grantmaking to be unbiased and above board. (Est. 2008)

- A. Reconvene subcommittee on grant process prior to grant review.
 - 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, for information. 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.
- B. Clarify Commissioners' role in reviewing grants
 - Discussion on role held before each review session
 - Value Statement developed and adopted
- C. Provide final reports to Commissioners after all are collected and prior to next grant reviews.
 - FY2010 Final reports closed-presented at October 26, 2010 meeting.

Priority III: Access to Arts for All: Ensure that everyone in Dubuque has the opportunity to participate in the arts. (Est. 2008)

- A. Develop a community wide calendaring system to meet the needs of unique members of the arts and culture organizations, including artists themselves, and utilizing both existing and new efforts.
 - No progress made
- B. Use a Ning page or other strategy to replace communication formerly provided by the Cultural Alliance.
 - Kames researched Ning sites
 - City hosted the webinar "How Business Support the Arts" for area arts organizations
 - Communication regarding two arts studies, expanded contact list for arts
 - Planned Arts and Humanities Month activities.

Commissioners discussed which goals to keep or to drop and new goals that might be added. The following outlines the Priorities and Goals for 2011-2012.

Priority I: Advocacy/Visibility: Expand Commission's role as a leading action/policy/networking organization for the arts. (Est. 2008)

A. Continued advocacy on local and state levels

- Continue to compile and market data from the Economic Prosperity IV and Local Arts Index Study on Dubuque area arts
- Commissioners write letters to the editor TH
- Follow up on activities of the Eastern Iowa Cultural Corridor in Maquoketa. (Henkels)
- Continue to invite Department of Cultural Affairs staff to Art on the River opening and other events in the City monthly
- Invite Governor Branstad to 2012 Art on the River opening
- Talking points developed with information from studies
- Follow up with Bee Branch project for artistic elements
- Consider producing a short video on all arts groups in Dubuque
- Research Entertainment Tax as a funding option (Hemmer)

B. Secure arts seat at the table with other leaders in community planning and development (Chamber, GDDC, Main St., ECIA, etc.) (St. Cloud model)

- Present study findings to business community
- Stay in touch with Americans for the Arts for resources
- Monitor NEA Our Town grant for areas where the Commission can be of assistance
- Continue to establish a business/arts committee with the Chamber

C. Continue to send consistent message to Council on funding needs

- Make an increased budget request for grant support and arts staff as needed
- Obtain Council Proclamation for National Arts and Humanities Month October 2011.
- Make arts funding an issue in the upcoming Council elections

D. Increase awareness of public art in community

- Continue online voting and Art on the River presence at City Expo
- Review Five Flags and River Center arts collections for possible publicity (Stoffel to send Five Fags information to Commissioners)
- Consider a public art project for the Jule busses
- Encourage art at the Airport as the Airport project progresses
- Consider percent for art or similar funding

Priority II: Grantmaking: Ensure appropriate criteria exist and policies are in place for grantmaking to be unbiased and above board. (Est. 2008)

A. Make any changes to the grant process at the Commission level

B. Provide final reports to Commissioners after all are collected and prior to next grant reviews.

- FY2011 Final reports presented at October 25, 2011 meeting.

Priority III: Access to Arts for All: Ensure that everyone in Dubuque has the opportunity to participate in the arts. (Est. 2008)

A. Continue to find strategies to replace communication between arts groups formerly provided by the Cultural Alliance

OLD BUSINESS Hemmer asked commission to reconsider the no public input item during grant reviews and to consider a different funding strategy for very large non-profit arts and culture organizations. These items will be considered at the next meeting.

ITEMS FROM THE COMMISSION. Shafer reminded Commissioners about the Voices from the Warehouse opening on September 10. Henkels described an after school enrichment program at Jefferson and Washington through the cultural LEAP program. Hemmer suggested getting the Music Men to appear at the Council meeting when the Proclamation for Arts and Humanities Month is presented.

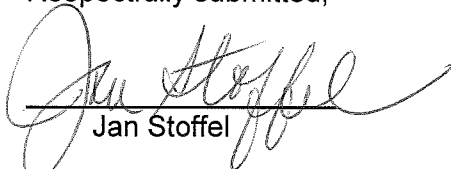
INFORMATION SHARING

1. **Updated contact info.** Commissioners contributed updated contact information. The Updated contact list will be distributed at the next meeting.
2. **Commission calendar.** Changes were made to the annual Commission calendar. The new calendar will be distributed at the next meeting.

ADJOURNMENT

Shafer moved and Riedel seconded to adjourn the meeting at 5:45 p.m. The next meeting will be held on September 27th at 4:30 p.m. in the Lacy Board Room at the Carnegie-Stout Public Library, 360 W. 11th St., Dubuque, Iowa.

Respectfully submitted,


Jan Stoffel

These minutes were passed and approved on

Sept. 27, 2001


Louise Kames, Secretary

