

Minutes
ARTS AND CULTURAL AFFAIRS ADVISORY COMMISSION
June 23rd, 2015
Lacy Board Room, Carnegie Stout Public Library

The meeting was called to order by Chair Sue Riedel at 4:35 p.m. following staff assurance of compliance with the Iowa Open Meeting Law.

Commissioners present: Katherine Kluseman, Marina O'Rourke, Sue Riedel, Ellen Henkels and Jessica Teckemeyer, Gina Siegart, Katherine Kluseman, Julie Steffen

Staff present: Debra Alleyne

APPROVAL OF MINUTES of June 3rd 2015: Henkels made a motion, second by Siegart to receive and file the minutes. Motion carried 7-0.

NEW BUSINESS

1. Oath of Office

Both commissioners Ellen Henkels and Gina Siegart were sworn in by chair Sue Riedel

2. Grant recommendations accepted

Alleyne was able to convey that the City council approved the grant recommendations of the Arts Advisory Commission without exception.

3. Grant score sheets

Riedel was informed by staff that that it was not required to store the scoring sheets for the grants adjudicated by the commission after discussion and scoring. The commission recommended that the interested parties attend the open meeting to hear the process first hand or peruse subsequent minutes. After much discussion the commission finally decided not to keep the score sheets but that each commissioner would make a list of general observations and recommendation that would then be compiled into a master list and provided to the grant applicant in an effort to assist them in improving future applications.

4. Master Plan Update

Alleyne update the commission about the status of the master plan. The consultants are in the process of preparing the delivery of their first report at the end of June and will then schedule their next visit. O'Rourke stated that she is invested in being involved in the process and wanted to ensure that the commission was given sufficient notice. To ensure the community and the press were aware of the process and purpose of the master plan Siegart recommended utilizing Randy Gehl to assist with a succinct

summary of points that commissions can draw on when encountering questions from interested groups.

5. 2015 Grant project reports

Riedel informed Alleyne that it was incumbent on city staff to ensure that the status reports were the same as the grant proposals. Alleyne acknowledged this and committed to emailing grant recipients to remind them to submit the report.

6. Art on the River Report

Riedel began by congratulating Alleyne on a successful Art on the River Opening. She commended her on the hard work that she put in and was impressed at the size and diversity of the audience that attended. The other commissioners concurred. Riedel noted that the media needed to be better informed about the process purpose of Art on the River.

7. Grant improvements

All commissioners engaged in discussion about the issues that arose past granting season and several ideas for improvement were discussed but no definitive conclusion was made. Instead the commissioners decided to individually list all of the areas of improvement they believed need to be addressed and then, with the consultants, discuss ways to improve the granting process.

ITEMS FROM COMMISSION

Commissioners thanked Julie Steffen for her service to the community and the commission. Julie indicated that she would still like to be a part of the work the commission did and would be pleased to be included in any committees or assist the commission and the consultants during the master planning process.

ADJOURNMENT - Kluseman, made a motion to adjourn, second by O'Rourke. Meeting adjourned at 6:00 p.m.

This notice is given pursuant to Chapter 21, Code of Iowa and applicable local regulations of the City of Dubuque. Persons with limited English proficiency or vision, hearing or speech impairments needing special assistance should contact the City Manager's Office at 589-4110 or (563) 589-4230 for TDD.

Respectfully submitted:
Debra Alleyne
Economic Development Coordinator

These minutes were passed and approved on

7/28/15


Ellen Henkels, Secretary