

Minutes

**ARTS AND CULTURAL AFFAIRS ADVISORY COMMISSION**

February 23<sup>rd</sup>, 2016

Lacy board Room, Carnegie Stout Public library

**The meeting was called to order by Marina O'Rourke 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, Gina Siegert and Matthew Gregory

Excused absence: Ellen Henkels

Staff present: Debra Alleyne

**APPROVAL OF MINUTES of February 23rd 2016** O'Rourke made recommendations to make changes to the minutes to accurately reflect the discussion of the Art on the River Committee, and the members in attendance. Alleyne agreed to the make the discussed changes

**NEW BUSINESS**

**1. Presentation from Sustainable Dubuque about Resilient Community Advisory Commission**

*Dubuque*  
Cori Burbach Sustainability Coordinator presented on the Resilient Community Advisory commission and concluded the presentation by seeking the counsel of the commissioners in attendance about how they view resilience and ideas about how this commission could function.

**2. Update on Budget Presentation**

O'Rourke asked if the budget for the grants had been reduced at all. Alleyne reassured the commission that the budgets for the arts grants have remained the same but that that the copy of the budget they had was still a working document.

**3. Update on grant transition to online/ workshop**

Alleyne told the commission that the forms have all been converted to online forms. All the information and application forms are online. O'Rourke asked about when the form would be live and was told that Civic Plus was updating the website and that there was some disruption to the forms that would be rectified in a few days at which point the forms would be made available. Alleyne also reminded the commissioners that the online forms will not allow applicants to submit incomplete applications. The commissioners expressed concern about the changes in the timeline. Kluseman made recommendations about when the workshops could be held in order to make the schedule work. Riedel suggested asking one of the more successful grant writers to assist with the workshop. Riedel asked about the deadline and how the process would proceed this year and reminded the commission about our accountability to the groups applying for the grants and the need for Alleyne to be present at the time of adjudication.

**4. Discuss commission involvement in Master Plan implementation/ Town Hall meeting**

The discussion of the Master Plan Phase II were preempted because the documents were not available at the meeting. Some of the commissioners decided to keep the Phase I document and pick up a copy of the Phase II document at the office in the upcoming week. The commission asked about the timeline of the master plan and the progress of the consultants. Alleyne informed then that every attempt was being made to conclude the process before the close of the fiscal year.

**5. Brainstorming session – Commission Sponsored Event**

Gregory talked about his realization about the limitations and restrictions of the commission concerning funding individual and even commission projects. Kluseman commended his fresh ideas and encouraged his innovative thinking. She agreed with Gregory that the commission can begin to look into working on new projects. Riedel said that although the commission hadn't sponsored any events, didn't mean that it couldn't, only that a proposal must first be submitted to the city council. She also recommended that community partnerships as a way to get projects off the ground. Alleyne reminded the commission that Art on the River was funded by a grant and encouraged the commission to seek grants to fund new projects. All of the commissioners engaged in a discussion about expanding Art on the River and new ideas.

**ITEMS FROM COMMISSION**

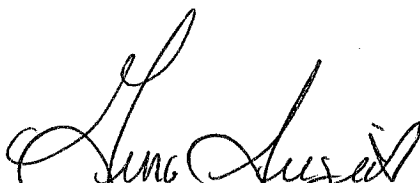
**ADJOURNMENT** – O'Rourke made a motion to adjourn, second by Kluseman. Meeting adjourned at 6:07 p.m.

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  
Arts and Cultural Affairs Coordinator

These minutes were passed and approved on

April 26, 2014

  
Gina Siegert, Secretary