

Minutes
ARTS AND CULTURAL

April 24, 2018

Children's Program Room, Carnegie Stout Library

The meeting was called to order by Ellen Henkels 4:03 p.m. following staff assurance of compliance with the Iowa Open Meeting Law.

Commissioners present: Mary Armstrong, Ellen Henkels, Susan Riedel, Gina Siegert, David Schmitz

Commissioners absent: Matthew Gregory, Ali Levasseur

Staff present: Debra Alleyne

APPROVAL OF MINUTES of motioned for March. 27, 2018 were discussed. Motion to accept minutes with update to the spelling of "participants" by Commissioner Armstrong and seconded by Secretary Siegert.

NEW BUSINESS

1. Grant workshops updates

Alleyne clarified questions on workshop updates. Commissioner Riedel requested that in the future the financial consultant be present for workshops. Alleyne stated that most questions from potential applicants she was able to answer. The commissioners discussed the Diversity, Equity & Inclusion update provided at the time of the workshops created some confusion for attendees. Alleyne acknowledged this impact and indicated that the intent was to make applicant as aware as possible of the potential new requirements and to gather feedback as the city stipulations were still in the process of being finalized. Commissioner Schmitz recommended that communications for both grants should be made available earlier in the year. Conversation continued on about issues arising from this year's grant workshops. Commissioner Riedel mentioned that some nonprofits had questions on scoring feedback to help them in the future. After discussion, the commissioners requested that jurors provide some feedback to applicants on organizations discussed. Commissioner Schmitz volunteered to assist Alleyne on mail merge to allow more information to come through to the public and potential applicants. Alleyne confirmed that some jurors were selected but that there were still vacancies. Commissioners were once again asked to contribute names. More applicant questions were discussed.

2. Art on the River Taskforce update

Chair Henkels updated other commissioners on the progress of the Art on the River planning. The event will be held on August 3rd and that Alleyne has secured David Wells as the curator for the pilot.

3. Master Plan Task Force Meeting

The Master Plan task force meeting would be held Thursday April 28th. Alleyne discussed having a subcommittee of the commission who would be committed to attending Task Force meetings. The discussion planned for the meeting included finding work group members, brainstorming session relevant community sectors for working groups. The second half will cover the governing structure. Commissioner Schmitz will provide worksheets with action plan. Chair Henkels suggested that the Chair, Vice Chair, and Secretary of the commission henceforth comprise the Task Force subcommittee.

4. Goal setting meeting

Chair Henkels suggested the Commissioners use this best practice model to discuss of goals, action plans, identify resources, and vision.

5. Commissioners Term

Alleyne acknowledged that she misspoke and that Commissioner Riedel's term would not conclude in 2018. The commissioners whose terms expire are Chair Henkels, Commissioner Siegert, and Commissioner Gregory. Interested participants should visit the city website to apply or contact Trish Gleason in the City Clerk's office.

6. Subcommittee Assignments

The formation of subcommittees began and commissioners who expressed interest were placed on committees.

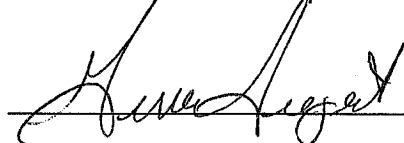
- Calendar Committee – Riedel, Levasseur & Henkels
- Art on River Committee – Armstrong, Henkels & Siegert
- Master Plan Task Force – Henkels, Schmitz & Siegert
- Arts & Business – Levasseur
- Art in the Park - Schmitz
- Grant Committee – Riedel

ADJOURNMENT: Commissioner Susan Riedel, made a motion to adjourn seconded by Commissioner Schmitz, Riedel. Approved 5-0. Meeting adjourned at 5:50p pm.

Next meeting scheduled for May 22nd, 2018.

Respectfully submitted:
Debra Alleyne
Arts and Cultural Affairs Coordinator

These minutes were passed and approved on



May 22, 2018
Gita Siegert, Secretary